

# Housekeeping Aide Job Description

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- Dust and clean furniture and fixtures, walls, and baseboards; doors, ceilings, and stairwells, mirrors, etc., to maintain the facility's appearance
- Use wet floor signs to mark wet floors, mop wet floors, and put furniture in order in the assigned area
- Avoid dusting and cleaning smoke detectors in resident rooms, isolation rooms, and nursing stations; day rooms, shower rooms, etc., using various cleaners and disinfectant chemicals
- Responsible for the terminal cleaning of resident room upon transfer, discharge, or death of occupant
- Responsible for the cleaning of utility rooms
- Maintain chrome doorplate and handles as needed
- Turn filled maintenance request slips to the supervisor as needed
- Responsible for cleaning and polishing the elevator as needed
- Carry out emergency housekeeping duties where accidents occur
- Responsible for restocking and maintenance of a clear stockroom and housekeeping cart
- Responsible for emptying and cleaning of all trash cans in the assigned area.