



JOB SUMMARY—MAINTENANCE/HOUSEKEEPING

MAINTENANCE

Maintenance Assistant:

- To be responsible for cleaning (washing windows, floors, etc.), fixing and repairing of plumbing, electrical, heating etc. Responsible for all lawn/grounds care and snow/ice removal (sidewalks and roof), responsible for routine maintenance and responding to requests for repairs. Responsible for wall repair, priming and painting of interior and/or exterior of GSLS. Responsible for other general work when needed.

LAUNDRY

Laundry Aide:

- Responsible to pick up soiled linens, fill washers and dryers, fold and hang laundry and linens, deliver personal laundry to residents rooms.

HOUSEKEEPING

Housekeeping Aide:

- Responsible for the cleanliness of the physical environment, including the fixture, furniture, and equipment in a clean, safe, attractive and operative state at all times.

