



Position Description

POSITION TITLE:	Floor Technician	DEPARTMENT:	Housekeeping
FLSA:	Non-exempt	SUPERVISOR:	Director of Maintenance/Housekeeping Supervisor
SUPERVISES:	Not Applicable	Revised:	October 2021

POSITION SUMMARY

Provides a safe and clean environment for the residents, staff, and visitors to the community.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. This list is not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

- Acts as porter and conducts daily round of exterior for trash
- Cleans windows with and without the use of a ladder or telescopic pole.
- Shampoos carpet with a floor machine.
- Buffs floors with a floor machine.
- Strips and scrubs floors with a floor machine and a wet/dry vacuum.
- Mop floors with the use of a mop wringer and bucket.
- Moves furniture and appliances following safety procedures and using proper body mechanics.
- Hangs drapes with or without the use of a ladder.
- Unloads and stock supplies.
- Transports trash to dumpster.
- Flips and turns mattresses using proper body mechanics.
- Performs high dusting with or without the use of a ladder or telescopic pole.
- Cleans lights with or without the use of a ladder.
- Tears down beds and reassemble.
- Vacuums drapes with or without the use of a ladder.
- Cleans woodwork.
- Cleans wheelchairs.
- Participates in In-service training.
- Other duties as assigned by Supervisor.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities

required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Educational Requirements and Experience:

- High School Diploma or Equivalent preferred but not required.
- Experience desirable but not necessary.

Knowledge, Skills and Abilities:

- Language Ability:
 - Ability to communicate effectively speaking the primary language of the residents.
 - Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Cognitive Demands:
 - Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- Competencies:
 - Must demonstrate an interest in working with a senior population.
 - Interacts with guests, residents and staff in a courteous and friendly manner.
 - Ability to respond promptly to resident needs.
 - Supports organization's goals and values.
 - Balances team and individual responsibilities.
 - Ability to work flexible hours as needed.
 - Ability to perform tasks with frequent interruptions.

ENVIRONMENTAL ADAPTABILITY

- Works primarily indoors in a climate controlled setting.
- Team Members may be exposed to blood and/or body fluids with potential exposure to hazardous materials and infectious diseases.
- Possible exposure to unpleasant odors.
- Possible exposure to chemicals as identified in the MSDS Manual.
- Continuous exposure to residents who are ill, confused, irritable and irrational.

PHYSICAL REQUIREMENTS

The physical demands described below are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the Team Member is regularly required to stand; walk; use hands to finger, handle, or feel and reach with hands and arms. The Team Member is frequently required to climb or balance; stoop, kneel, crouch, or crawl. The Team Member is occasionally required to sit. The Team Member must regularly lift and /or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and color vision.