



County of Berks POSITION DESCRIPTION FORM

Position Title:	Environmental Service Aide		
Department:	Bers Heim	Reports To: (Title)	
Effective Date:	May 7, 2019	Revision Date:	September 17, 2019 August 17, 2020
Wage Category:	<input type="checkbox"/> Exempt	<input checked="" type="checkbox"/> Non-Exempt	
EEO-1 Category:	Service Workers	Union Classification:	UFCW

POSITION SUMMARY:

Performs routine and unscheduled facility cleaning under general and direct supervision; does related work as required. Must comply with all Infection Control and safety guidelines. An employee in this class performs routine and manual cleaning tasks and is required to adhere to efficient performance with minimal supervision. This employee must have versatility and flexibility in order to coordinate and complete routine schedules or various tasks as assigned by management. Work is reviewed by inspection.

POSITION RESPONSIBILITIES:

Essential functions

- Cleans and sanitizes assigned areas using the seven-step procedure as provided by Aramark training.
- Maintains the waste removal schedule according to the policy.
- Complies with all procedures in floor care and carpet care.
- Uses all power equipment in a safe manner and in accordance with operational procedures.
- Responds to emergency requests on an as needed basis.
- Utilizes all chemicals in a safe and efficient manner, using safety equipment when needed.
- Cleans and maintains equipment.
- Washes walls and cleans lights and vents as scheduled.
- Lifting and climbing is required on some assignments.
- Cleans wheelchairs and other assigned items.
- Maintains carpets and upholstered chairs.
- Deodorizes required areas and replenishes supplies.
- Empties trash containers.
- Cleans windows and window coverings.
- Some heavy lifting may be required.
- Cleans furniture and other assigned items.
- Maybe be assigned related duties at any time.

MINIMUM EDUCATION AND EXPERIENCE

Experience in janitorial preferred but not required. Training is available.

MINIMUM KNOWLEDGE, SKILLS AND ABILITIES:

- Must be 18 years of age.
- Ability to follow oral and written direction.
- Able to handle stress.
- Physical presence in the Facility is required.

PHYSICAL DEMANDS:

- Good physical condition due to the demanding aspects of the job.
- Must be able to lift 50 pounds.
- Must be able to push and pull carts.
- Walking 100% of the time except during breaks.
- Standing 100% of the time except during breaks.
- Bending 100% of the time except during breaks.

WORKING ENVIRONMENT:

Must be able to tolerate extreme heat due to the laundry equipment.

This position description serves as a guideline for communicating the essential functions and other information about the position to the applicant/employee. It is not intended to create a binding employment contract nor cover every detail of the position and may be changed where appropriate.