



## External Posting

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**Wage:** \$ 18.32 - \$ 19.34 per hour      **Classification:** OPSEU

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The Pines is currently looking for:

### Laundry Aides

Casual – minimum of ten (10) days during the six (6) week schedule period, including at least (4) days that fall on a weekend)

Reporting to the Manager, Environmental Services, the Laundry Aide collects, sorts, washes, dries, folds and delivers linen and personal clothing in accordance with established procedures.

The Laundry Aide's key areas of responsibility include, but are not limited to:

- Collect/receive laundry and sort according to type, condition and weight and follow specific instructions for treatment of soiled linens
- Safely operate laundry equipment following established procedures.
- Sort personal clothing while folding and set aside items that need mending
- Fold linens according to policy, stock exchange carts and deliver to resident home areas
- Report to Manager regarding any discarded linen or quota shortages
- Observe operation of machine and report malfunctions to the Manager
- Assist in maintaining laundry facilities, equipment and supplies including lint filters and drains, carts, laundry bins, etc.
- Perform responsibilities of the position according to the policies and procedures of the Pines
- Participate in continuing education and in-service training required to ensure skills and abilities are maintained and enhanced
- Protect the health & safety health of residents, co-workers and self by adopting safe work practices, reporting unsafe conditions immediately, and participating in health & safety related training
- Work co-operatively with staff and volunteers to meet resident and family needs
- Contribute to an environment of continuous improvement by providing feedback / suggestions and engaging in implementation
- Perform other duties as assigned

The skills, experience and qualifications we are seeking for this job include:

- Minimum Grade 12 or equivalent
- Previous experience in a commercial or health care setting would be an asset plus on-the-job orientation and training of up to 3 months
- Completed police record check, including vulnerable sector screening
- Good communication skills and ability to read, write and follow written instructions in English
- Excellent interpersonal skills with a positive history of patience, compassion and courtesy when dealing with residents and others

**All employees of the Pines are required to complete a Police Record Check, including a vulnerable sector screening.**

Our cozy and comfortable home encompasses five resident home areas (one secure) and has four wonderful courtyards with plenty of outdoor spaces to roam about.

The Pines has been serving seniors with care and dignity in our community since September 1961.



We foster a professional, friendly and supportive team atmosphere and continuously strive to provide a working environment where the best people want to work. Being an employee of the District family is an opportunity to work with ambitious teams where you can learn, grow, and contribute while building a strong career. We have a strong focus on health & wellness, and we are committed to creating and promoting respect, diversity, accessibility and inclusion in the workplace.

[Watch our District video](#) to learn more!

**This is a great opportunity to work within a District owned Long Term Care Home in the heart of Muskoka.**

**Please submit a current resume to [human.resources@muskoka.on.ca](mailto:human.resources@muskoka.on.ca) and include "Laundry Aide" in the subject line of your email.**

The District Municipality of Muskoka is committed to employment equity and diversity in the workplace and welcomes applications from women, racially visible individuals, people with disabilities, Indigenous peoples, and LGBTQ+ persons.

Our organization is committed to providing persons with disabilities with equal opportunities and standards of goods and services, and we are compliant with the *Accessibility for Ontarians with Disabilities Act*. If you require disability related accommodation to participate in the recruitment process, please advise the Human Resources department as soon as possible. Accommodation may be provided in all steps of the hiring process. Any questions regarding this posting should be directed to the Human Resources Department.