

## HOSPITALITY AIDE

DISTINGUISHING FEATURES OF THE CLASS: The work involves the performance of basic housekeeping tasks in order to keep resident rooms, nightstands, dressers, closets and living areas clean and neat so that nurse aides may devote time to direct resident care. An incumbent works under general supervision. A Hospitality Aide does related work as required.

### TYPICAL WORK ACTIVITIES:

- Makes beds and changes bedding;
- Distributes water and other beverages as directed;
- Passes out and picks up residents meal trays;
- Transports residents to and from meal areas;
- May accompany residents on outings and other social events;
- Provides conversation and diversional activities enhance social interaction of residents;
- May assist in tidying up resident's room.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Ability to make and change beds neatly; ability to perform basic housekeeping tasks; ability to follow instructions; ability to get along well with others; honesty; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: None

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

CIT: 10/9/07