

## HOUSEKEEPING AIDE

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

### TYPICAL WORK ACTIVITIES:

- Makes beds and changes bedding;
- Distributes water;
- Distributes and sets up patients/residents meal trays;
- Wraps and sterilizes medical supplies;
- May on occasion transport patients/residents;
- Straightens rooms;
- Moves furniture;
- May assist in the feeding of residents.

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

Revised: 9/21/00