

LISMORE BASE HOSPITAL
DOMESTIC SERVICES DEPARTMENT

JOB DESCRIPTION – F8

STARTING TIME 0600am – FINISH TIME 1430

- . 06.00 Sign on and collect keys and pager
- . Collect garbage from every area
- . Collect and prepare cleaning trolley with bucket of neutral detergent and water etc.
- . Clean staff toilets, restock paper towel, toilet paper and soap
- . Clean and mop staff room
- . Clean meeting rooms (dust and vacuum weekly)
- . Clean nurse's station
- . Clean waiting room and mop floor, patient/visitor lounge
- . Clean public toilet and restock
- . Mop edges

8:20 Morning Tea

- . Start cleaning patient rooms, hallways, hand basins, clean utility rooms and storerooms as you progress along the ward
- . Any empty rooms give a thorough clean

12 noon Lunch

- . Collect the garbage from every area
- . Clean public toilet and check staff toilets
- . Finish any rooms that are not completed
- . Restock all paper towel dispensers and toilet paper
- . Restock your trolley and tidy