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# Example of Environmental Aide Job Description

Our company is growing rapidly and is hiring for an environmental aide. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for environmental aide

* Selected candidate will perform general cleaning, empty trash, high/low dusting
* Provide supervision and training for Housekeeping Associates on a daily basis
* Complete housekeeping work schedules
* Assist with finding coverage for staff call-outs
* Complete maintenance request reports when needed
* Report deterioration or damage to the building and furnishings to housekeeping supervisor
* Attends required in-services and staff meetings
* In absence of the Housekeeping Supervisor, lead co-workers in the day-to- day operations of the Housekeeping Department
* Trains New Associates and assists in Department Orientation Process
* Communicates Associate performance, conduct, issues, to the Director of Building Services

## Qualifications for environmental aide

* One-year cleaning experience in an institutional/commercial setting preferred
* Must be able to read, speak and understand English and follow basic directions
* Command of English strongly preferred
* Prior Hospital Exp
* Six months housekeeping experience is preferred
* Previous housekeeping experience preferred, not mandatory