



# Example of Environmental Services Aide Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of environmental services aide. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for environmental services aide

- May collect hazardous waste and transport it in special closed container for sterilization
- Collect or distribute linen, clean and soiled
- Two (2) years of hospital experience preferred
- Order cleaning supplies, return unused supplies to janitor closet and ensure all items are replaced in an orderly manner
- Set up and transport audio-visual equipment, as assigned
- Pick up and deliver supplies throughout the Medical Center
- Maintain a reasonable inventory of necessary supplies
- Maintain skills and knowledge required for this position
- Order cleaning supplies, returns unused supplies to janitor closet and ensures all items are replaced in an orderly manner
- Set up and transports audio-visual equipment, as assigned

## Qualifications for environmental services aide

- Availability to work all shifts (days, evenings, and nights)
- Pick up and delivers supplies throughout the Medical Center
- Clean equipment, notify supervisors of equipment needing repairs
- 10th grade or equivalent preferred
- Attend and participates in department meetings
- Up to one month to learn job duties