



Example of Hospital Aide Job Description

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

Responsibilities for hospital aide

- Processes Daily Nourishment Request and deliver supplies to the proper floor
- Prepares and write patient meal ticks and update cardex each meal
- Answers telephone, takes messages and relays information as needed
- Deliver and pickup patient select menu for the next day, deliver patient A.M., Afternoon and P.M
- Take no less than three Patient meals survey on Monday, Wednesday and Friday whenever the Office Administrative Assistant is absent
- Assist with any other task in the department required
- Follow oral and written instructions in English
- Always informs Charge RN/Nurse Manager when leaving the department
- Ensures each surgical suite has a linen hamper and regular and hazardous waste bags
- Disposes of all linens, regular waste, hazardous waste and sharps containers in the appropriate waste disposal area

Qualifications for hospital aide

- Previous experience in materials management preferred
- Previous experience in food service/preparation is preferred
- Successful completion of Project Search training preferred
- Ability to effectively communicate orally and/or in writing
- Prefer respiratory therapist education
- Maintain and cleans equipment and work area