



Example of Laundry Supervisor Job Description

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Our growing company is looking for a laundry supervisor. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for laundry supervisor

- Ensure that walls, furniture and equipment are cleaned, as needed, to provide a clean pleasant environment for patients, staff and visitors
- Turns on/checks for on status of the ironer and makes sure it is in good operating condition (wax)
- Responsible for the correct folding of all items
- Supervise and train Laundry Operator 1's and Laundry Operator 2's
- Participate in selection and hiring decisions for new Laundry Operator 1's and Laundry Operator 2's
- Conduct performance evaluations for direct reports
- Recommend corrective action as needed
- Manages and inspects inventory for cleanliness, counts
- Maintains current room list for laundry
- Assign communication devices

Qualifications for laundry supervisor

- May be required to pass a pre-employment medical examination
- Two (2) years of laundry experience in a large commercial establishment in the operation of laundry equipment and machinery, one (1) year of which shall have been in a lead worker capacity
- Knowledge on methods used to remove stains from various materials
- Knowledge on the maintenance and repair of laundry equipment and

- Must be able to read and understand Standard English