

Job Title Laundry Operative

Department:	Health and Community Services (HCS)	
Section:	Laundry	
Reports to:	Laundry Charge hand	
JE Ref:	HCS1282	
Grade:	MW02	JE Date: 18/01/2024

Job purpose

To assist with laundry operations effectively to maintain hygiene, support patient care, and align with the hospital's broader goals of patient safety, infection control, and operational efficiency. The work is carried out under supervision but is pivotal in ensuring the hospital's smooth and safe functioning, benefiting both patients and the organisation as a whole.

Job specific outcomes

Linen Inventory Management: Maintain accurate linen inventories, ensuring an adequate supply of clean and sanitised linens for various healthcare departments. This responsibility ensures that healthcare staff have access to clean linens to maintain a hygienic environment for patients.

Laundry Equipment Operation: Operate industrial laundry equipment efficiently and safely to clean and sanitise linens, including bed linens, towels, and scrubs. This directly contributes to infection control and patient comfort.

Quality Assurance: Perform quality checks on laundered linens to ensure they meet healthcare standards for cleanliness and hygiene, preventing the spread of infections and promoting patient well-being.

Adherence to Safety Protocols: Follow strict safety protocols, including the use of personal protective equipment (PPE) and chemical handling procedures, to minimise workplace hazards and ensure a safe working environment for oneself and colleagues.

Timely Linen Delivery: Distribute cleaned linens from point source to various healthcare departments promptly, ensuring that patients and staff always have access to fresh and clean linens, contributing to patient satisfaction and efficient hospital operations.

Stain and Damage Reporting: Identify and report any stains, damages, or irregularities in linens to facilitate appropriate replacement and maintain the quality and appearance of linens.

Infection Control Knowledge: Stay up to date with infection control guidelines and ensure compliance with disinfection and sterilisation procedures, playing a crucial role in preventing the spread of infections within the healthcare setting.

Team Collaboration: Collaborate with colleagues and supervisors to ensure a smooth workflow and efficient operation of the laundry department, contributing to overall hospital efficiency and hygiene.

Emergency Response: Be prepared to respond to emergency situations, such as providing additional linens during unexpected surges in demand, ensuring the healthcare facility can maintain its operations seamlessly even during critical situations.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Services (TIER 1,2 and 3 jobs only-DELETE if not applicable)

Organisational structure

Government Departments



Organisation chart

Head of Non-Clinical Support
Ross Barnes

Soft Facilities Manager
David Fromage

Operations Manager
James Perrier

Laundry Manager
Jonathan Pastor

Charge Hand

Laundry Operative

Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i>	No mandatory qualifications are required for appointment to the role	
Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i>		<ul style="list-style-type: none"> Basic Hygiene and Safety Knowledge: Candidates should have a fundamental understanding of hygiene and safety protocols, as adherence to strict sanitation standards is paramount in handling healthcare

		<p>linens. This includes knowledge of proper hand hygiene, personal protective equipment (PPE) usage, and the prevention of cross-contamination.</p> <ul style="list-style-type: none"> • Laundry Operations: Familiarity with laundry operations and equipment is essential. Candidates should understand the principles of washing, drying, and folding linens, as well as maintaining laundry machinery. • Infection Control: Candidates should be knowledgeable about infection control measures and practices, including proper handling of contaminated linens and adherence to sterilisation protocols.
<p>Technical / Work-based Skills</p> <p><i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>		<ul style="list-style-type: none"> • Teamwork: <i>The ability to work effectively as part of a team is important, as the laundry facility operates within a broader healthcare system, and collaboration with colleagues is essential.</i> • Quality Control: <i>An understanding of quality control procedures to</i>

		ensure that the laundry facility consistently meets healthcare industry standards for cleanliness and hygiene is necessary.
General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i>	Demonstrate a commitment to high standards of operations. Have the ability to work as part of a team. Demonstrate a courteous and polite nature	<ul style="list-style-type: none"> • Communication Skills: Effective communication with healthcare facilities, including coordinating delivery schedules and addressing any issues or concerns, is vital to the role. Good verbal and written communication skills.
Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i>		<ul style="list-style-type: none"> • Laundry Operations: Familiarity with laundry operations and equipment is desirable. Candidates should understand the principles of washing, drying, and folding linens, as well as maintaining laundry machinery.

Personal Attributes

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.