Job Evaluation Rating Document

		Code
Job Title	Environmental & Laundry Services Supervisor	
Date	Sept 14, 2012	
Revised Date	October 17, 2019	468
Revised Date	November 18, 2026	

Decision Making	**Degree**
Plans and organizes activities for environmental & laundry/linen services. Duties include changing routines and developing short term plans for emergent or unusual situations. Prioritizes and arranges work schedules/staff to meet unexpected needs (e.g., pest control and outbreaks).	3.5

Education	**Degree**
Grade 12.	2.0

Experience	**Degree**
Twenty-four (24) months previous experience in heath care Environmental and/or Laundry/Linen Services environment to consolidate knowledge and skills. Twelve (12) months on the job to learn scheduling and collective agreements and to consolidate administrative/supervisory skills and become familiar with department policies and procedures.	6.0

Independent Judgement	**Degree**
Coordinates and ensures standards are followed through the application of generally accepted practices. Work involves a choice of methods, procedures, analysis and trouble shooting when dealing with production and work flow issues.	4.0

Working Relationships	**Degree**
Requires tact when acquiring services of outside contractors (e.g., broken equipment). Uses persuasion when securing cooperation of other departments (e.g., performing seasonal cleaning projects, shutdowns and other initiatives).	3.5

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Impact of Action	**Degree**
May cause serious results through breakdown in equipment or services as a result of inadequate planning.	3.0

Leadership and/or Supervision	**Degree**
Responsible for operation of the environmental & laundry services department. Assigns and checks work of staff. Schedules and replaces staff.	4.0

Physical Demands	**Degree**
Occasional effort such as lifting, kneeling and bending with regular walking while inspecting and training.	1.5

Sensory Demands	**Degree**
Regular effort such as conducting inspections, communication with staff, writing reports and computer operation.	2.0

Environment	**Degree**
Occasional exposure to major conditions such as chemicals, odours and blood and body fluids.	3.0