


Job Evaluation Rating Documentation

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Head Environmental Services Worker</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004</u></p> <p>Revised Date _____</p>	<p>Code</p> <p><u>027</u></p>
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<p>Decision Making</p> <p>Within limits of accepted practice, makes choices about work priorities when dealing with urgent cleaning needs, regular work requirements and seasonal cleaning priorities. Solutions to environmental services issues are selected from a limited number of preexisting, set alternatives that are readily understood.</p>	<p>Degree</p> <p><u>2.5</u></p>
<p>Education</p> <p>Grade 12.</p>	<p><u>2.0</u></p>
<p>Experience</p> <p>Twelve (12) months previous experience in institutional environmental services to consolidate knowledge and skills. Twelve (12) months on the job to develop coordination/administrative skills and become familiar with region/facility/department policies and procedures.</p>	<p><u>5.0</u></p>
<p>Independent Judgement</p> <p>Performs environmental service tasks according to established procedures. Seeks direction when unable to deal with unexpected issues (e.g., infection issues, seasonal cleaning, pest control).</p>	<p><u>3.0</u></p>
<p>Working Relationships</p> <p>Regular contact with other employees when coordinating work routines with other departments. Requires courtesy and tact to secure, present and discuss environmental service tasks with others.</p>	<p><u>2.5</u></p>

Impact of Action	Degree
Coordinates resources to provide environmental services and linen routines. Ensures the delivery of Environmental Services meet quality service standards. May cause serious results through breakdown in services as a result of inadequate planning (e.g., training, operating procedures).	<u>2.5</u>
Leadership and/or Supervision Provides occasional direction when assigning routine/project cleaning.	<u>2.0</u>
Physical Demands Frequent physical effort with heavy lifting, climbing, bending, pushing, twisting, reaching and stretching. Requires hand-eye coordination to operate equipment such as scrubber, burnisher and carts.	<u>3.0</u>
Sensory Demands Occasional sensory effort scheduling and observing staff, with periods of additional concentration performing work inspections and using computers.	<u>1.5</u>
Environment Regular exposure to major hazards such as blood and body fluids, soiled linens, sharps and cleaning chemicals.	<u>4.0</u>