

Blue Hill Laundry

Job Description

Job title: Laundry Technician

Work Location: Blue Hill

Division/Department: Blue Hill

Reports to: Manager

Full-time

Part-time

Essential Duties and Responsibilities:

The Laundry Technician is a key member of the laundry team, responsible for accurate and timely delivery of customer orders, and ensuring clean and well-organized laundry facilities. The primary responsibilities of the position include sorting and folding clean laundry, operating industrial drying equipment, monitoring the drying progress and adjusting temperature and settings as needed, maintaining cleanliness and organization of the laundry facilities, and communicating with coworkers to ensure smooth and efficient workflow. The successful candidate will have strong attention to detail, good organizational skills, and excellent communication skills. They will also have the ability to work in a fast-paced environment and meet deadlines, as well as the ability to stand for long periods of time. The position is full-time, part-time, or flexible schedule, with a competitive salary based on experience and qualifications.

- Sort laundry items into designated piles as necessary throughout laundering process
- Dry laundry using settings appropriate for laundry items
- Hand fold laundry items into like piles; bag items for delivery
- Perform related duties as assigned by supervisor
- Maintain compliance with all company policies and procedures

Education and/or Work Experience Requirements:

- Excellent verbal and written communication skills, including ability to effectively communicate with customers
- Strong attention to detail and good organizational skills
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices
- High school diploma or GED required

Physical Requirements:

- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA and other federal, state and local standards
- Must be able to lift and carry up to 40 lbs.
- Must be able to stand for long periods of time
- Must be able to talk, listen and speak clearly on telephone