

**BOARD OF REGENTS
STATE OF IOWA
REGENT MERIT SYSTEM**

Class Title: Laundry Equipment Operator

Class Code: 8052

Pay Grade: 204

GENERAL CLASS DESCRIPTION:

Under direct supervision, operates industrial sized laundry equipment and linen transportation system, in addition to performing manual tasks related to the sorting, washing and drying of materials, using established laundry procedures within productivity guidelines.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

1. Responsible for operating computer programs used to run laundry equipment. Requires rebooting of system when errors occur or operating system manually until system is enabled by maintenance.
2. Monitor industrial sized laundry equipment cycles for proper formulas and cycle time.
3. Employ emergency shut off procedures for laundry equipment to prevent damage. (
4. Schedule batch loading and unloading cycles by tracking various product types and coordinating washer/dryer loading and unloading schedules for proper operation and maximization of production.
5. Operate the rail linen transportation system to arrange for efficient and proper loading of linen into machines and bag system.
6. Manually/by hand: load soiled linen and uniforms into washers; unload clean wet linen and uniforms; unload clean, dry linen and uniforms.
7. Sort soiled linen by product and customer. Unload soiled linen from laundry trucks by bag, accurately weigh and record weight, and load into carts for sorting.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Ability to run automated control panels for each type of equipment including scale, washers, dryers, overhead and floor conveyers.
2. Ability to understand and follow oral and written instructions.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.

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3. Ability to operate computerized industrial equipment.
4. Knowledge of hazards and safety precautions necessary in laundry work.
5. Ability to perform manual labor.
6. Ability to work in extreme heat, noise, fumes and conditions.
7. Knowledge of proper bending and lifting techniques and ability to lift and carry 80 pounds.
8. Knowledge of the safe use of chemical cleaning agents and possible hazards relating to environmental sanitation.

MINIMUM ELIGIBILITY REQUIREMENTS:

1. Ability to read, write, understand and follow instructions.
2. Any combination of experience, undergraduate education, and/or post high school training using computers or computer-operated equipment that is the equivalent to six months of full-time employment.

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REVISION EFFECTIVE: October 1, 2012