

Sisters of St. Francis  
P.O. Box 100  
Oldenburg, IN 47036

### **General Housekeeper**

- Monday, Tuesday, Thursday and Friday
- 20 hours per week –
- 7:30 am –12:30 pm
- Five Saturday rotations a year – 7:30 am-11:30 am
- **Position requires standing, walking and lifting**
- **If interested, contact: S. Carolyn Hoff**
  - **812-933-6465**

#### Knowledge of the job:

- Some knowledge about or the ability to learn about chemicals for cleaning
- Proper procedure for cleaning up spills

#### Job Description:

- Housekeeping
- Dusting, dry mopping, wet mopping, cleaning of bathrooms, showers, toilets, sinks, mirrors
- Empty trash and keep work area neat and clean

#### Qualifications:

- Be able to work collaborative with others
- Be able to lift between 25 and 50 lbs.
- Be able to climb a ladder
- Be open to change/be flexible

#### Working conditions:

- Begin work assignment on time
- 7:30-12:30 Monday, Tuesday, Thursday and Friday.
- 7:30-11:30 –five Saturdays a year
- 15 minute break for every 4 hours worked
- Observe dress code