



Job Title: Medical/Environmental Custodian
Department: didg^wálič Wellness Center - Swinomish Development Authority

Summary:

The didg^wálič Wellness Center is seeking a Medical/Environmental Custodian to provide cleaning and sanitation services for an outpatient substance abuse and medical center. This position provides a safe and quality environment for all staff, patients, and visitors by conducting industrial grade sanitization of all surfaces using OSHA approved disinfectants, equipment, and supplies. This position reports to, and is coordinated by the Office Manager.

Essential Duties and Responsibilities of the Medical/Environmental Custodian:

- Collects refuse, bio-medical waste, recycling, confidential papers, etc. and disposes of them in the proper and correct manner according to Wellness Center safety policies and D.O.T. regulations.
- Cleans patient, staff, and common areas using the appropriate cleaning solutions and the 7-step cleaning procedure:
 - High dust all flat surfaces over 6 ft. using high dusting tool and head or ladder as needed.
 - Empty all trash receptacles and wipe inside and outside with germicide solutions and reline receptacles, transport medical waste to waste holding area.
 - Damp wipe/spot clean all surfaces and furnishings under 6 ft. and spot wipe walls and partitions as needed.
 - Dry mop all floors using dust mop frame and treated head to include under and behind all furnishings.
 - Bathroom cleaning to include wiping all surfaces, shelves, sink, showers, and toilet.
 - Damp mop entire room to include under and behind furnishings.
 - Inspect the area to ensure that all steps have been completed and the area looks neat and clean.
- Maintains in-depth knowledge of all chemical usage and dilutions, ensuring full compliance with federal and state safety regulations. Maintains all MSDS documentation as required.
- Moves furniture and equipment for cleaning, re-arranging as necessary.
- Assists with the setup of facilities for meetings, classrooms, conferences, events, etc.
- Safely operates electric and battery powered cleaning equipment such as vacuums, buffers, burnishes, scrubbers, and extractors.
- Removes trash and debris: transports trash and debris properly protected.
- Wears protective attire (i.e: goggles, gloves, etc.) for safety purposes in accordance with all OSHA regulations.



- Conducts routine surveillance of the interior building spaces, and takes appropriate action to prevent violation of didg^wálič Wellness Center safety policies.
- Notifies management team concerning the need for major repairs or additions to building operating systems.
- Understands and complies with Washington State Department of Health guidelines and codes.
- Maintains a safe working environment following all OSHA WISHA regulations.
- Other duties as assigned by the Office Manager and Program Director.

Education and Experience:

- High school diploma or GED is required.
- At least three years' experience performing environmental services in a medical facility is required.
- Previous experience within a substance abuse treatment center is preferred.
- Must be able to obtain and maintain CPR and First Aid training certifications.
- Possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.

Required Knowledge, Skills and Abilities:

- Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Active listening skills. Giving full attention to what other people are saying, taking time to understand the points being made, and asking questions as appropriate.
- Ability to be organized, flexible, adaptable to high & low workloads.
- Ability to work independently.
- Ability to work shifts required including weekend and holiday rotation.
- Ability to do physical work. Must be able to lift a minimum of 50 pounds.
- Ability to work in a cross-culture environment, understands the social and cultural context of the patients at the didg^wálič Wellness Center. Understanding the role of trauma, historical, community, family, and personal in wellness and recovery.
- Basic computer and software experience using MS Office products.
- Applicants shall understand and adhere to state and federal confidentiality regulations.
- Must pass extensive criminal background check and pre-employment drug screening.