

NORTH-EAST REGIONAL HEALTH AUTHORITY HOSPITAL ATTENDANT (HSC/HS 1)

The **North-East Regional Health Authority**, a statutory body under the Ministry of Health & Wellness with responsibility for the management and delivery of public health services within the parishes of St. Ann, St. Mary and Portland, is seeking a **strong, dynamic, and proactive** individuals to fill the position of **Hospital Attendant (Housekeeping)** at the **Port Maria Hospital**.

Summary:

Under the general direction of the **Supervisory Hospital Attendant/Hospital Administrator**, the Hospital Attendant ensures clean and safe environment for patients and staff through the infection control policy and procedures

Required Qualification & Experience:

- Completed school to grade 9 level
- Valid food handler's permit
- Two (2) years working independently in a housekeeping role.

Specific Knowledge, Skills & Abilities:

- Knowledge of excellent customer service delivery
- Knowledge of policies and procedures for using specialized chemicals
- Working Knowledge of Infection Control
- Knowledge of organizing and prioritizing work
- Working Knowledge of Health Hazards

Key responsibilities will include but not limited:

- Check and receive ward on each shift
- Ensure cleaning agents are available in your assigned area
- Mop and sanitize the floor.
- Polish and shine required areas
- Clean general areas
- Clean and monitor lavatories
- Assist with sterilizing soiled linens
- Washing and ironing of bed linens, pantry linens and other linens for facility on a daily basis
- Collect linens from laundry
- Empty of garbage bins and properly disposing of garbage
- Collect cleaning materials/ supplies for the units
- Check inventory and store utensils appropriate

REMUNERATION PACKAGE PER ANNUM:

Salary Scale: \$ 990,843 - 1,177,801 per annum

Applications along with resume should be submitted no later than **Thursday, 2025 September 25** to:

**The Director,
Human Resource Management & Development
North-East Regional Health Authority
34-38 Ocean Village Shopping Centre, Ocho Rios
St. Ann**

E-mail: jobs@nerha.gov.jm or Fax: (876) 795-2747

**WE THANK ALL APPLICANTS FOR RESPONDING, HOWEVER, ONLY SHORTLISTED APPLICANTS
WILL BE ACKNOWLEDGED.**