



Laundry/Sewing Room Worker I

Salary Group: A04

Class Code: 8252

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
LAUNDRY/SEWING ROOM WORKER I	8252	A04	\$18,893 - \$27,525
LAUNDRY/SEWING ROOM WORKER II	8253	A06	\$20,706 - \$30,221
LAUNDRY/SEWING ROOM WORKER III	8254	A08	\$22,705 - \$33,229

GENERAL DESCRIPTION

Performs entry-level laundry or sewing operations work. Work involves loading and unloading washers, washer-extractors, and extractors; and making and mending clothing and linens. Works under close supervision, with minimal latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Loads and unloads washers, washer-extractors, and extractors.

Lays out patterns and cuts and sews clothing and linens.

Maintains daily production and time distribution records.

Requisitions laundry and sewing supplies and materials.

Sorts soiled clothing and linens, and records scale weights of items.

Presses, irons, and folds clothing and linens.

Assists in maintaining inventories.

May perform fittings and alternations of clothing.

May assist in picking up and delivering laundry.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in laundry or sewing operations work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of laundering techniques and procedures; and of the methods, tools, and equipment used in sewing.

Skill in the operation of washers, extractors, tumblers, presses, irons, and flat work ironers; in the use of soaps, bleaches, and washing solutions; and in the operation of manual and power sewing and cutting machines.

Ability to sort and record weights of laundry items, and to follow cutting guides.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require a valid driver's license.