



**NORTH DAKOTA  
CLASS DESCRIPTION**

ND Human Resource Management Services  
Phone: (701) 328-3290

Class Code(s): 7203

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**LAUNDRY WORKER**

GRADE C

**SCOPE OF WORK:**

Work activities include performing all procedures involved in a laundry operation within a state facility.

**DUTIES PERFORMED:**

- Gather up soiled laundry; sort, inspect, and treat soiled laundry according to stain removal guidelines.
- Determine appropriate laundering methods for various types of fabric; prepare appropriate solutions.
- Wash laundry, adhering to Material Safety Data Sheets regulations; deliver clean laundry.
- Operate pressing and folding machines.
- Supervise work activities of clients, patients, inmates, and residents assigned laundry duty.
- Cut, sew, and mend linens, or other cloth items.
- Maintain laundry equipment.
- Perform record keeping activities for the work unit.
- Provide instruction to workers on proper procedures for completing tasks.
- Prepare schedules for laundry pickup and delivery.

**NOTE:** The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**MINIMUM QUALIFICATIONS:**

Requires a high school diploma or GED.

Eff. Date: 06/92 - Replaces class codes 7221-7223, Institutional Support Worker I, II, III

Rev: 03/98 – Rewritten in current format

Rev: 02/02 – Deleted 7201-2, updated duties

Rev: 07/12 – Conversion to Hay System