Laundry/Sewing Room Worker I

**Class Code:** 8252

**Salary Group:** A04

**Salary Range:** $18,893 - $27,525

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**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.