



**Porter (Full-Time)  
Extended Care Facility  
New Community Corporation**

New Community Corporation in Newark, New Jersey is one of the largest and most comprehensive community development agencies in the country; New Community's success rests on its comprehensive approach to community development. It is active in housing, health care, education, job training, childcare and economic development.

The Porter (AA) will be working in a Long-Term Care/Sub Acute Facility. In this role the Porter will be responsible for keeping facility clean, free from clutter and safe. The Porter will uphold the philosophy, standards, objectives, and policies of the Department of Therapeutic Recreation.

**Responsibilities:**

- Maintain cleaning carts, supplies, mop heads, and cleaning chemicals
- Transport soiled linen to the laundry room.
- Sweep and mop all corridors on assigned floor (including east and west wings)
- Sweep and mop all residents room as assigned on floors
- Collect and discard garbage from all resident rooms and soiled utility areas.
- Clean stairwell and elevator tracks
- Remove clutter as necessary from hallways
- Clean, sweep, and mop pantry and utility rooms.
- Clean cafeteria, activity rooms
- Strip, wax, and buff floors – using appropriate machine and chemical
- Maybe assigned to clean wheelchair; clean and power wash smoking area.
- Any additional duties assigned by supervisor

**Qualifications:**

- High school equivalent
- Two (2) year prior experience working with in a health care environment.
- Ability to demonstrate patience, tact, enthusiasm, and a positive attitude toward the elderly.
- Ability to speak, read and write English; follow oral and written directions.
- Must have good communication skills and the ability to work as a team player.

**To apply, please click on the link below**

<http://mypjobs.com/j/s.cfm/5QR>

**New Community Corporation is an Equal Opportunity Employer**

