**Job Title:** Laundry Student Assistant

**Supervisor:** Jenna Ogden

**Pay Rate:** $14.65/hour

**Schedule:** 10 hours per month

**Academic Year:** 2025-26

Interested candidates should email Jenna Ogden at [jogden@mainecc.edu](mailto:jogden@mainecc.edu)

JOB DESCRIPTION:

The Student Employee in Laundry Services supports the college’s Allied Health and Nursing Department’s laundry operations by assisting with washing, drying, folding, and distributing laundry items. This position helps ensure a clean, safe, and organized work environment while providing excellent service to the college community.

QUALIFICATIONS/SKILLS:

* Must be currently enrolled as a student at Kennebec Valley Community College.
* Must have a valid driver's license and reliable transportation/vehicle.
* Ability to work independently and as part of a team.
* Attention to detail and ability to handle repetitive tasks.
* Ability to lift and carry laundry bags or bundles up to 50 lbs.
* Dependable, punctual, and professional.

RESPONSIBILITIES:

* Collect, transport, sort, and prepare laundry for washing.
* Operate commercial washers and dryers safely and efficiently.
* Fold, hang, and pack laundered items as needed.
* Assist with distributing clean laundry to designated locations on campus.
* Monitor laundry inventory and report low stock or supply needs.
* Maintain cleanliness and organization of the laundry room and equipment.
* Follow all safety and sanitation guidelines and procedures.
* Friendly and respectful customer service to students, staff, and faculty.
* Perform other related duties as assigned by the supervisor.