

# Job description of laundry manager assignment

[Profession](#), [Manager](#)



Job specification: Education: Most of these occupations require a three-year bachelor's degree, but some do not. Related Experience: A considerable amount of work-related skill, knowledge, or experience is needed for these occupations. Job Training: Employees in these occupations usually need several years of work-related experience, on-the-job training, and/or vocational training. Requirements: -Attention to Detail — Job requires being careful about detail and thorough in completing work tasks.

Achievement/Effort — Job requires establishing and maintaining personally challenging achievement goals and exerting effort toward mastering tasks. - Initiative — Job requires a willingness to take on responsibilities and challenges. -Cooperation — Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude. -Integrity — Job requires being honest and ethical. -Leadership — Job requires a willingness to lead, take charge, and offer opinions and direction. Job descriptions:

Prepare and manage laundry store's budgets. -Supervise the activities of workers engaged in examine and sort into lots articles to be cleaned, according to color, fabric, dirt content, and cleaning technique required - Interview, select, and train laundry dry cleaning and supervisory personnel. - Plan, develop, and implement laundry and dry cleaning safety and security programs and activities. -Prepare or direct preparation of correspondence, reports, and operations, maintenance, and safety manuals. Confer with department heads to coordinate laundry and dry cleaning activities, such as remove items from washers or dry-cleaning machines, or direct other workers to do so.. -Review invoices, work orders, consumption reports, and demand forecasts to estimate peak delivery periods and to issue work

assignments. -Inspect physical conditions of laundry stores and dry cleaning machines, equipment, and maintenance, repair, or replacement as necessary.