



St. Andrew's Autism Centre (SAAC) is an integrated centre for the education, training, and care of persons with autism and their families.

SAAC comprises St. Andrew's Autism School (SAAS) and St. Andrew's Adult Autism Services (SAAAS), serving children, youths and adults with autism. SAAAS runs St. Andrew's Adult Home (Sengkang) [SAAH] which will receive its first residents in April 2019, and two Day Activity Centres (DACs) at different locations.

SAAH is Singapore's first residential facility designed and built to meet the needs of adults of autism.

We invite interested and qualified persons to join us to meet the physical, social, emotional and spiritual needs of our students/ adult clients and residences; to provide behavioural support, life skills training, family support and public education.

SAAC seeks to enable people with autism to lead dignified and meaningful lives.

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## **LAUNDRY ASSISTANT ST. ANDREW'S ADULT HOME (SENGKANG)**

### **JOB DESCRIPTION**

- Responsible for the laundry services which includes but is not limited to, washing, drying, ironing, folding, mending of clothes and linen and maintenance of laundry facilities
- Repair and sew torn linen/clothes when required
- Ensure the laundry operations meets the daily needs of the Adult Home
- Responsible for delivery of laundry back to residents
- Ensure smooth and efficient laundry operations
- Ensure each washing and drying cycle are optimised by controlling the usage of water and washing detergents
- Maintain the cleanliness and tidiness of the laundry and facilities
- Report any maintenance deficiencies detected within the laundry area
- Conducts periodic stock and laundry inventory and submits report on usage of articles and/ or missing and broken articles
- Assist in all laundry count and audit
- Any other duties as may be assigned from time to time

### **JOB SPECIFICATIONS**

- Minimum N Level with at least 2 years of relevant working experience
- Organised and meticulous with good communication skills
- Able to work in a fast pace work environment
- Have a sense of urgency and ability to prioritise
- Must be comfortable working with people with special needs

Remuneration and point of entry will commensurate with qualifications and experience. Interested applicants, please send your resume and relevant supporting documents to: [careers2@saac.org.sg](mailto:careers2@saac.org.sg)

All applications will be handled with strict confidence. We regret that only short-listed candidates will be notified.