

Volunteer Position Description

Position Title:	Sterile Processing Aide
Position Type:	Non-patient Care or Service Personnel
Facility:	Edg, Flo
Position Summary:	
The primary function of this job is to assist in unloading stock & preparing some miscellaneous items for sterilization.	
Qualifications:	
<ul style="list-style-type: none">• The job requires the individual to be able to stand, bend, & lift items for an extended period of time• It also requires them to follow detailed instructions to prepare items prior to sterilization	
Duties & Responsibilities:	
<ul style="list-style-type: none">• Volunteer may be asked to transport stocked items to a storage area & place them in the designated location.• They will need to be aware of how to remove items intended for patient care out of containers to prevent damage.• They will need to be able to follow some brief instructions on how to prepare items for sterilization.	
Key Accountabilities:	
<ul style="list-style-type: none">• The amount of items they prepared for sterilization will be documented for productivity records by the shift supervisor	
Time Commitment	
<ul style="list-style-type: none">• If possible 2 hours a day Monday/Wednesday/Friday from 9 am to 11 am.	
Uniform:	
<ul style="list-style-type: none">• Scrubs will be available to wear while working	