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## FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

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**Job Family:** Laundry

**Class Series:** Sewing Machine Operators

**Grid:** 12

**Class Title:** Sewing Machine Operator I

### **I. Level Definition**

Positions at this level mend torn or worn articles such as linen and clothing; manufacture cloth articles such as sheets and towels; design and cut patterns; manufacture hospital furnishings, canvas and upholstered articles using power sewing machines and cutting machines, or by hand.

### **II. Typical Duties**

1. Operates sewing machines, cutting machines and other equipment associated with the manufacturing, sewing or repairing of garments, furnishings, canvas and upholstered articles.
2. Designs and cuts patterns and makes articles such as uniforms, bed jackets, curtains, drapes and dresses.
3. Maintains records of work performed and materials used and discarded items.
4. Notifies supervisor when supplies require re-ordering.
5. Cleans and maintains related equipment.
6. Marks and alters new clothing when issued.
7. Issues, counts and sorts clothing and linen supplies.
8. Bundles and sends articles for laundering and drycleaning.
9. Performs other related duties as assigned.

### **III. Qualifications**

#### **(1) Education, Training and Experience**

Grade 10, completion of a recognized course in power machine sewing and/or garment making plus one year's recent, related experience or an equivalent combination of education, training and experience.

#### **(2) Skills and Abilities**

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to operate related equipment.
- (v) Ability to organize work.