Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands
1178 Hinemlu' St. Garapan, Saipan, MP 96950

HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 27-002

POSITION:	**Environmental Services Technician**	OPENING DATE:	**10/13/2026**
NO. OF VACANCIES:	**1**	CLOSING DATE:	**10/26/2026**
SALARY:	**$18,018.00**		
PAY LEVEL:	**UNGRADED** *The salary given will be determined by the qualifications of the appointee.*		
LOCATION:	Rota Health Center Commonwealth Healthcare Corporation, Rota		

NATURE OF WORK

This position is located in the Environmental Services section of the General Support Services (GSS), Rota Health Center and works under direct supervision of the Resident Director. The individual is responsible for executing the daily duties required to establish and maintain a safe, hygienic, and aesthetically pleasing care environment. While executing the assigned tasks, the EVS Tech will have contact with patients, visitors, and clinical and non-clinical staff. Responsible for ensuring timely services to certain areas within the basic principles of environmental hygiene and infection prevention. This position, in accordance with organizational standards of quality, is an essential contributor to cleaning, disinfection, infection prevention and patient experience. The individual may work weekends and holidays as scheduled of the 7-day operation.

DUTIES:

- Performs duties while demonstrating working knowledge of the health care cleaning and disinfecting principles and requirements, proper and safe chemical use, equipment handling, and labor-saving products for all items within the healthcare environment for which tasked with servicing.
- Adheres to all organization safety, risk management and infection control guidelines and standards while promoting a culture of safety.
- Actively participates in departmental performance improvement initiatives, including but not limited to initiatives to improve patient experience and cleanliness metrics.
- Removes waste and transports to the appropriate disposal area while identifying proper waste streams handling (i.e. regulated medical, recycle, solid, and hazardous).
- Follows all infection prevention practices (i.e. proper cleaning and disinfection protocols and process, hand hygiene, standard & isolation precautions, as well as proper donning and doffing of Personal Protective Equipment (PPE)
- Recognizes and adheres to patient privacy requirements (HIPAA)
- Demonstrates the ability to operate and properly maintain all EVS tools and equipment needed to clean and disinfect the environment.
- Replenishes supplies of toilet tissues, soap, towels, trash bags, and other dispensable items.
- Autoclave processing of biohazardous materials.
- Collects soiled linens for laundry services onsite.
- Service, clean, and supply restrooms.
- Provide environmental services to units/areas covered by internal EVS. Gather and empty trash.
- Clean building floors by sweeping, mopping, buffing, or vacuuming.
- Strip, seal, finish, and polish floors.
- Operate and maintain steam autoclaves, keeping records of loads completed, items in loads, and maintenance procedures performed.
- Examine equipment to detect leaks, worn or loose parts, or other indications of disrepair.

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job-related medical condition or disability, or any legal protected status.

- Report defective equipment to appropriate supervisors or staff.
- Maintain records of inventory or equipment usage and order supplies when inventory is low.
- Start equipment and observe gauges and equipment operation to detect malfunctions and to ensure equipment is operating to prescribed standards.
- Mortuary duties – assistance to receive deceased from Nuse Supervisor, place deceased in chiller. Relocation, coordination for pre-final disposition family viewing, body measurements, etc.
- Performs other related duties as assigned.

QUALIFICATIONREQUIREMENTS:

Education: High School Diploma, General Equivalency Diploma (GED), Adult Basic Education (ABE), Advance Development Institute (ADI) or equivalent.

Experience: Three (3) years experience working in health care support services and/or environmental services, hospitality, or related field preferred.

Other: Intermediate proficiency in computer applications. Effective verbal and written communication skills.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health screening and drug screening in accordance with CHCC policy.

OTHERS:

This position is a Full-Time employment status and requires at least 40 hours per week. This position is **"Non-Exempt"** or is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. Regular operating hours of the Commonwealth Healthcare Corporation will be Monday to Friday from 7:30am to 4:30pm. This work schedule however is subject to change with or without notice based on the Employer's business requirement and/or by the demands of the employee's job. This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

***Note(s)**:*

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*

- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources
Commonwealth Healthcare Corporation
1178 Hinemlu' St., Garapan, Saipan, MP, 96950
Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.
Employment Application Forms will be available 24/7 at the employer's hospital facility's Main Cashier Office (entrance/exit point for all)
E-mail: apply@chcc.health
Direct Line: (670) 234-8951ext. 3444/3443/3410/3427/3583/3584
Trunk Line: (670) 234-8950
Fax Line: (670) 233-8756
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***Note:** Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.*

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