



# HOUSEKEEPING ATTENDANT

Housekeeping room attendants provide for the comfort of guests in our hotels, and lodges by ensuring that guest rooms and public areas are clean and properly presented. A housekeeping room attendant promotes a positive image of the property to guests, and must be pleasant, friendly and able to address problems or special requests.

## **Responsibilities:**

- Stock and sort supplies
- Vacuum, clean, dust and polish guest rooms
- Make beds, change sheets, remove and replace used towels and toiletries
- Deliver and retrieve items on loan to guests e.g. iron and ironing boards
- Ensure security of guest rooms and privacy of guests
- Perform rotation cleaning duties (e.g. steam clean carpets) as required

## **Knowledge, Skills and Abilities:**

- A minimum 2-4 months experience cleaning is a requirement
- A secondary school diploma is preferred
- Physical mobility and stamina required
- Ability to follow instruction
- Detail-oriented
- Professional attitude is required
- Ability to work independently
- Excellent time management skills
- Bondable is generally required
- Previous customer service experience may be required
- Good communication skills are an asset
- Must be able to multi task
- Good organizational skills
- Workplace Hazardous Materials Information System (WHMIS) is an asset

## **Hours:**

- Per week range between 32-40 F/T and must be flexible

## **Wage:**

- Minimum starting wage is \$9.25 per hour

## **Operational Hours:**

- Operation hours can range from 8am till 5pm