



Job Profile: Housekeeping

Job Description

As a Housekeeper, you will be responsible for performing a variety of routine tasks associated with the cleaning and disinfecting of guest and public environments. Your typical duties may include sweeping, mopping and vacuuming, restocking supplies in bathroom facilities and, stripping linen and remaking beds. This includes replenishing cleaning supplies and linens and identifying and reporting potential hazards.

Identification

Position	Housekeeping
Department	Housekeeping
Area	Site
Salary	\$15.00-\$17.50
Benefits	After 3 months
Reports to	Operations Manager

Key Functions

To perform the duties of a Housekeeper by providing a clean, safe and pleasant environment to guests, youth, staff and visitors within Goldeye.

- Understand the policies of their employer with respect to work shifts, client possessions, and privacy
- Perform housekeeping duties including dusting, vacuuming, mopping, cleaning the windows, scouring bathrooms, changing sheets and towels, managing laundry, and keeping the place neat and tidy
- Clean, disinfect, and store all cleaning equipment at the end of their shift
- Fulfill all cleaning requirements of the employer
- Promptly respond to client needs
- Inform the employer/supervisor if any accidents or problems occur while performing cleaning services

Essential Requirements

- Excellent knowledge of cleaning appliances, and cleaning and disinfecting agents
- Attention to detail
- Good communication skills
- Reliable mode of transportation
- Time management skill

- Ability to work with minimum supervision
- Completion of Grade 10 or equivalent.
- Knowledge and operation of a computer including Microsoft Office.
- Ability to stand and walk for extended periods of time and perform repetitive movements for the duration of your shift.
- Physically capable to lift, push and pull up to 22 lbs of force.
- Additional Required Qualifications:
- Knowledge of Goldeye equipment and procedures is an asset.

Education and Training

- 2 years experience in housekeeping in the hospitality industry
- Highschool Diploma preferred

Other Requirements

- Class 5 Drivers License
- Criminal Record Check with Vulnerable Sector Check
- Valid registration on all vehicles

How to Apply

Interested applicants can email a copy of their resume and cover letter to jobs@goldeye.org. In the email, please include your name, contact information and the position being applied for.