Position: Housekeeper

Department: Housekeeping
Start Date: April 2015 – September 2015
Min. Contract Length: 6 months

Description:
Thorough cleaning of up to fifteen guest rooms per day, and adjacent areas daily.

Essential Functions:
- Removal of all trash.
- Dusts all surfaces.
- Vacuums all carpeted areas.
- Sweeps and washes all hard floor surfaces.
- Reports maintenance problems.
- Turns in lost and found items properly.
- Communicates guestroom status of every room cleaned.
- "Pulls" furniture in guestrooms as directed.
- Replaces all guest room glassware.
- Scrubs all bathroom fixtures and floor with appropriate solution.
- Replaces all used guest terry towels.
- Replenishes guest room supplies as needed.
- Strips and makes beds on a daily basis.
- Stocks work carts.
- Delivers ice to guestrooms.
- Cleans and organizes linen closets.
- Clean mirrors and windows.
- Clean patios and patio furniture.
- Orders supplies for area of responsibility.
- Performs major housecleaning annually.
- Cleans guest corridors as needed.

Experience/Requirements:
While performing the duties of this job the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee is frequently required to talk or hear. The employee is occasionally required to sit and climb or balance. The employee is regularly required to lift up to 10 pounds (5kgs) and up to 25 pounds (12kgs). The employee is regularly required to lift up to 25 pounds (12kgs). The employee is occasionally required to lift up to 50 pounds (25kgs). The employee is occasionally required to push and/or pull 100+ pounds (45kgs+) and lift up to 100 pounds (45kgs) with assistance. The vision requirements include: close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.