

JOB DESCRIPTION

HOUSEPERSON

RESPONSIBILITIES:

- Perform general cleaning tasks using standard hotel cleaning products to adhere to health standards.
- Packaging used guestroom linen for delivery to laundry contractor.
- Receiving clean linen from laundry trucks.
- Coordinating linen delivery to Room Attendant areas on each guest floor.
- Cleaning and maintaining all public spaces within the hotel.
- Cleaning administrative offices, including sweeping and washing floors, vacuum carpet, wash walls, dust furniture and fixtures.
- Delivering guest supplies to satisfy all guest requests.
- Removing trash from work areas to the loading dock in the appropriate area, recycling wherever possible.
- Make up and deliver rollaway beds.
- Move furniture, supplies, and equipment.
- Check, organize and deliver guest dry-cleaning.
- Other duties as assigned such as cleaning unexpected spills and executing special guest requests.

QUALIFICATIONS:

- Must be able to speak, read, write and understand English.
- Requires good communication skills, both written and verbal.
- Must be able to stand and exert well-paced mobility for up to 4 hours in length.
- Must be able to lift up to 75lbs. on a regular and continuing basis.
- Must be able to push and pull carts and equipment weighing up to 250 lbs. on a regular and continuing basis.
- Must be able to bend, stoop, squat and stretch to fulfill cleaning tasks.
- Requires grasping, writing, standing, sitting, walking, repetitive motions, bending, climbing, listening and hearing ability and visual acuity.
- Requires manual dexterity to use and operate all necessary equipment.
- Knowledge of all equipment used in a housekeeping office is an asset.

APPLY: Email a current resume and a cover letter to Human Resources at resumes@wallcentre.com.