



Job Description: Housekeeping Room Attendant

As a Housekeeping Room Attendant, you will be responsible for cleaning guest rooms and replenishing amenities to help provide a friendly professional guest experience to everyone staying with us.

Job Duties:

- Maintains the hotel rooms and building to ensure a safe and clean experience for hotel guests, associates and vendors.
- Sets up cleaning cart with supplies. Maintains carts and storerooms in a clean and orderly fashion.
- Cleans and wipes windows, doors, walls, closets and fixtures in rooms, public areas, and hallways.
- Washes all surfaces in bathrooms in order to have clean and sanitary guest and public restrooms.
- Replaces towels, soaps and all room amenities and restocks literature as required.
- Washes all hard floor areas (linoleum, tile, etc.) by hand to remove dirt and soiled areas.
- Dusts and polishes all furniture, fixtures, and wall hangings.
- Strips bed of all linens and remakes with fresh linens.
- Checks closet for cleanliness, wiping all surfaces and restocking the guest room supplies.
- Vacuums rooms, public areas, and hallways.
- Inspects door and window locks to ensure they are in working order and immediately alerts management to an unsecured or unsafe situation.
- Checks lights and remotes to ensure all are in working order.
- Maintains a friendly, cheerful, and courteous demeanor at all times.
- Performs other duties as assigned.

Skills, abilities and attitude:

No experience necessary, we will train you. However, preference will be given to those who have:

- Basic knowledge of general cleaning principles, use of cleaning products, and operation of standard cleaning equipment.
- Ability to scrub and scour surfaces, extending arms over head, bending, and stooping to perform cleaning tasks.
- Ability to push and/or pull equipment weighting up to 100 lbs.
- Ability to lift a maximum of 50 lbs.
- Ability to communicate in a friendly professional manner with guests and associates



- A team player willing to help colleagues in other departments when needed
- Reliable and punctual
- Willing and able to live and work in a small community
- Willing to work a flexible schedule, including weekends and holidays