

#### Holiday Inn Winnipeg Airport West

2520 Portage Avenue, Winnipeg, Manitoba, R3J 3T6 T: (204) 885-4478 F: (204) 832-7424

# **Room Attendant**

## What is the job?

As a Room Attendant – you'll make sure our rooms and suites are always 'fresh and welcoming' for our guests after a busy day at work – creating a haven for them to escape and relax in - or get a bit of last minute work done.



### Your day to day

- You'll make sure our rooms are always at their best we have standards but it's down to you to make that room special and memorable for guests
- Attend to guests' requests for extra supplies or other items
- Keep your supervisor updated on any room repairs needed
- Sweep, mop and wash floors, dust furniture, vacuum carpeting, area rugs, draperies and upholstered furniture
- Make beds and change sheets
- Distribute clean towels and toiletries
- Stock linen closet
- Report, turn in, and/or log all lost and found items according to established procedures
- Clean, disinfect and polish kitchen fixtures and appliances
- · Clean and disinfect bathrooms and fixtures
- May regularly assist with deep cleaning projects
- Pick up debris and empty trash containers
- Ensure that assigned bedrooms, corridors, vending areas and other areas are properly cleaned
- Attend to guests' requests for extra supplies or other items you'll be happy to help if someone needs a toothbrush, directions or needs basic information on our facilities



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## What we need from you

- Experience 0-6 months, onsite training provided
- Work as part of a team and communicate with other departments as per hotel procedures to ensure excellent quality and service. Report any issues to Executive Housekeeper
- Be accountable and responsible of the cleanliness of all public areas
- Is familiar with and follows all hotel safety and accident prevention procedures
- You'll be on your feet most of the day with occasional lifting of items up to 25 lbs and or push/pulling heavy objects
- Follow provided checklists to ensure that all standards are maintained consistently
- A great team player able to work effectively with Font Desk, Maintenance Department, and fellow co-workers

## Job type

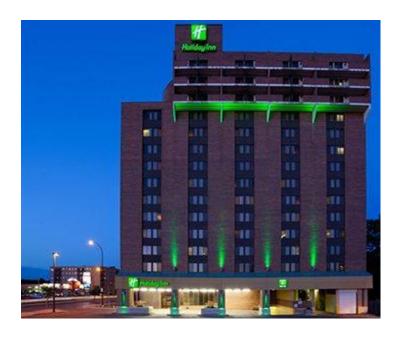
Full-time and Part-time available

## Salary

\$12.00 - \$13.00 per hour, based on qualifications

### **Schedule**

- 8 hour shift
- Day + Weekend shift
- Holidays



## **How to Apply**

Please submit your resume to Maria Silva, Executive Housekeeper at msilva@airportwest.com