

## **Housekeeper**

### **Russell Inn**

#### **Main Duties:**

- Preparing rooms for guest arrival which includes vacuuming, making beds, cleaning washrooms, washing floors, windows and walls, polishing, dusting and more
- Preparing and stocking housekeeping carts
- Delivering amenities to rooms at guest request
- Cleaning public areas of the hotel and its properties
- Performing seasonal housekeeping and room maintenance duties
- Shampooing carpets and furniture
- Washing and folding laundry and towels
- Checking rooms using a checklist to ensure quality standards
- Logging and tagging lost & found items
- Reporting any maintenance repairs to Front Desk and Maintenance departments

#### **Employment Requirements**

- Completion of secondary school is usually required.
- A university degree or college diploma in hospital management, hotel management or business administration is usually required.
- Extensive experience as a cleaning supervisor may substitute for formal education requirements.

**Hours: Full Time/Part Time**

**Wages: Start \$13.50/HR**

**Language: Able to speak and understand English**

**Location: Russell, Manitoba (3.5 hours from Winnipeg)**

**Transportation: housing may be available in town, so can walk to and from work**

#### **Contact:**

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