



# Housekeeping

## **Overview**

We are looking for a professional housekeeper capable of attending to our facilities with integrity and attention to detail. The goal is to create a clean and orderly environment for our guests that will become a critical factor in maintaining and strengthening our reputation.

## **Responsibilities**

- Perform a variety of cleaning activities such as sweeping, mopping, dusting and polishing.
- Ensure all rooms are cared for and inspected according to standards.
- Protect equipment and make sure there are no inadequacies.
- Notify superiors on any damages, deficits and disturbances.
- Deal with reasonable complaints/requests with professionalism and patience.
- Check stock levels of all consumables and replace when appropriate.
- Adhere strictly to rules regarding health and safety and be aware of any company-related practices.

## **Requirements**

- Proven experience as a cleaner or housekeeper
- Ability to work with little supervision and maintain a high level of performance
- Customer-oriented and friendly
- Prioritization and time management skills
- Working quickly without compromising quality
- Knowledge of English language
- High school degree