



Job Description – **Housekeeper**

We are a 23 room boutique hotel with beautiful interiors - both main spaces and bedrooms. Our rooms are a major draw for our hotel guests so attention to detail and a passion for your work are essential qualities for success in a career at Edson Hill. Competitive pay plus tips and a very generous benefit package including a health plan and 401K.

- Provide daily service of all occupied rooms
- Stripping and cleaning rooms for new arrivals
- Cleaning common areas as well as laundering towels
- Housekeepers also share responsibility of stocking supplies and managing inventory levels
- 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/or disturbances
- Deal with reasonable complaints/requests with professionalism and patience
- Adhere strictly to rules regarding health and safety and be aware of any company-related practices

***Edson Hill is truly a beloved setting for both staff and guests alike. Our employees take pride not only in their work, but in the beauty of the property and personalized experiences we strive to offer our guests. Our committed team has earned a Certificate of Excellence Award from Trip Advisor in 2016 and in 2017. We are looking for someone with similar passion and work ethic to join our team!*