



**POSTED: SEPTEMBER 11, 2019**

**DEADLINE: UNTIL FILLED**

### **JOB DESCRIPTION**

**POSITION:** Laundry  
**DEPARTMENT:** Hotel  
**LOCATION:** Resort  
**SUPERVISOR:** Executive Head Housekeeper  
**EMPLOYMENT:** Part-Time  
**PAY RATE:** Pay Grade 4 (\$10.00 - \$10.97 per/hr. D.O.E.)

### **JOB DESCRIPTION:**

Maintain an efficient level of clean linens for the housekeeping staff assisting the Maintenance Department by performing basic maintenance jobs.

### **RESPONSIBILITIES:**

- Provide excellent guest service to guests, internal and external through active guest engagement and positive attitude.
- Washing, drying, and folding of linens and rags for the Hotel and other departments.
- Tracking inventory of linens to ensure sufficient supplies are available.
- Delivery of cleaning linens to appropriate housekeeping areas.
- Spot treating and stains.
- Awareness of biohazard materials and how to handle them.
- Be cross-trained as a housekeeper for emergency situations.
- Prepare cleaning solutions for housekeeper utilization.
- General maintenance in Hotel areas.
- Communicate with housekeeping and guests.
- Due to the dynamic casino environment from time to time, we require employees to be flexible and assume other responsibilities assigned by management.

### **MINIMUM QUALIFICATIONS:**

- High school diploma or G.E.D.

- Ability to learn/utilize safety procedures.
- Ability to follow basic orders written and oral.
- Ability to be a team player.
- Must have good communication skills.
- Ability to use common sense when having to carry out detailed written and oral instructions.
- Good time management is a must.
- Excellent organizational skills.
- Ability to work flexible hours, weekends, and holidays.
- Must pass background checks and other pre-employment screenings.

### **PREFERRED QUALIFICATIONS:**

- Should be able to lift at least 25 pounds.

*The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.*

### **OUR MISSION**

Our mission is to provide an exceptional and memorable experience to every guest, every time. Each team member will demonstrate a high level of professionalism, provide a safe, clean and entertaining experience for all Guests, internal and external.

Integrity, Service, Professionalism, Value. This is our **PROMISE**.

**Date Approved by the Public Enterprise Finance Commission (PEFC): 01/26/2017**

**Northern Waters Casino Resort**

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