

# Mazatzal Hotel & Casino

## JOB ANNOUNCEMENT

<b>POSITION:</b>	Guest Room Attendant
<b>DEPARTMENT:</b>	Hotel Division
<b>STATUS:</b>	Full-time
<b>RATE:</b>	\$13.00
<b>NUMBER OF POSITIONS:</b>	1
<b>REPORTS TO:</b>	Housekeeping Supervisor
<b>SUPERVISES:</b>	N/A

**JOB SUMMARY:** To ensure guest satisfaction by providing clean, comfortable guest rooms. To maintain a high standard of cleanliness, safety, environmental practices and organization in all work areas. Provide guest service and guest experience. Property knowledge, job knowledge, product knowledge, cooperation and teamwork. Must be reliable and dress appropriately for the position. Safety, Sanitation and Ecology minded. Team Orientated.

### ***“GUEST SERVICE NUMBER ONE PRIORITY”***

#### **ESSENTIAL JOB FUNCTIONS:**

- Responsible for all cleaning hotel procedures **per housekeeping standards.**
- Some responsibilities include removal of all trash, wiping down of room furniture, vacuuming floors, wiping-dusting/polishing mirrors and bathroom facilities. Mopping and cleaning bathrooms.
- Maintain all chemical bottles and know where MSDS (Material Safety Data Sheets) are posted.
- Must be able to prioritize room cleaning by check-outs or stay-overs.
- Maintain housekeeping carts and keeping them in an orderly manner.
- Performs other job related duties as assigned.

#### **QUALIFICATIONS:**

- Must be able to stand for long periods of time.
- **Prior housekeeping experience strongly preferred.**
- Must be able to lift and bend.
- Must be able to read, write, speak and understand English.
- Must be able to work all weekends and holidays.
- Must exercise sound judgment when dealing with guests.
- Good organizational skills.
- Good communication skills.
- Previous experience a plus.

#### **PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS:**

- Physically mobile with reasonable accommodations to stand for long periods of time.
- Must be able to maintain a positive and professional attitude at all time.
- Must be able to lift up to 25 pounds and carry up to 25 pounds
- Blood Pressure must fall under accepted guidelines by the American Heart Association or clearance from a medical doctor.