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## Housekeeping

Seasonal, two full-time positions, approximate starting and ending dates: 3/29/21 to 11/3/21 and the other 5/17/21 to 9/26/21

### Job Summary:

Housekeepers at Bay Point are to perform cleaning duties to keep the environment neat and pleasant. They maintain cleanliness in line with management requirements in the facilities located throughout Bay Point. Other than ensuring clean and comfortable surroundings, you will also replenish toilet supplies, clean and store housekeeping equipment.

### Duties and Responsibilities:

- Cordially greet members and guests throughout your shift.
- Provide basic housekeeping duties including cleaning restrooms, common areas, sweeping/vacuuming/mopping/dusting as necessary and restocking toilet supplies
- Understand Bay Point' policy on member's and guest's possessions and privacy issues
- Report and turn in any member or guest property found in the areas while you are cleaning
- Work with a team of housekeepers during your shift
- Clean, disinfect and store all equipment at the end of your shift
- Adhere daily dress code standards (uniform and appearance)
- Any and all other duties assigned to you

### Skills and Qualifications:

- Attention to detail
  - Excellent working knowledge of cleaning appliances, tools and their operation and proper use of cleaning agents.
  - Possess strong customer service skills
  - Understand out to properly handle needles or other sharp objects found during your shift
  - Attend Bloodborne Pathogen training prior to your first shift
  - Possess an outgoing personality
  - Ability to communicate professionally and effectively
  - Ability to maintain composure in a fast-paced environment.
  - Must be able to work a flexible schedule based on operational needs including early mornings, weekends and holidays.
  - Physical requirements are as follows: standing, sitting, hearing, speaking, reaching, lifting, pushing and carrying up to 30 pounds, bending and walking.
  - Be able to stand on your feet for several hours.
  - Flexible work environment requiring adaptability to demanding, fast-paced, noisy and temperature fluctuations.
  - Safety is the business and responsibility of every employee and can be achieved through proper education, training, use of protective equipment and by following safety rules, regulations, standards, and laws. Each employee is responsible for understanding and practicing appropriate safety procedures
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- Any offer of employment will be contingent up satisfactory completion of background verification.

**Bay Point Resort and Marina is an Equal Opportunity Employer**