

Housekeeping Attendant

Season: April – end of October

Property Overview:

Pine Bungalows is a unique property of 52 individual cabins & 16 hotel rooms, located on the banks of the Athabasca River in Jasper National Park. Pine Bungalows is located just minutes from downtown Jasper.

Summary of Responsibilities:

Reporting to the Housekeeping Manager, responsibilities and essential job functions include, **but are not limited to**, the following:

- Cleaning bathrooms & kitchens, making beds, dusting, vacuuming & mopping floors
- Washing walls and windows
- Delivering and processing of linen
- Refresh guest amenities in rooms as well as public spaces
- Emptying and disposing of garbage
- Processing of recycling
- Ensure entire property is free of litter
- Delivery of items as requested
- Acknowledge all guests and consistently offer professional and friendly service
- If asked, provide guests with information on hotel facilities, services and Jasper
- Report maintenance and guest issues via radio and/or supervisor
- Ensure lost & found items are returned to the supervisor
- Follow departments policies and procedures
- Follow all safety policies
- Work with minimal supervision

Qualifications:

- Proficiency in English, second language an asset
- Previous customer related housekeeping experience preferred
- Must possess a professional presentation
- Strong interpersonal and problem-solving abilities
- Highly responsible & reliable
- Ability to work well under pressure in a fast-paced environment
- Ability to work cohesively with fellow colleagues as part of a team
- Ability to focus attention on guest needs, remaining calm and courteous at all times

Staff Accommodation:

- Staff Accommodation is available on-site

Physical Aspects of the Position (include but are not limited to):

- Frequent standing and walking through shift.

- Frequent kneeling, pushing, pulling, lifting.
- Must be able to carry and lift loads of up to 50lbs on a regular basis.
- Occasional ascending or descending ladders, stairs and ramps

Visa Requirements:

- Must be legally eligible to work in Canada. We are unable to assist candidates in obtaining Canadian work authorization.

Pine Bungalows is an Equal Opportunity Employer, and we value diversity within our workplace.