



Inn at Black Star Farms: Housekeeper

PURPOSE: To work hand in hand with housekeeping staff and inn guest services to maintain cleanliness of all guestrooms and public areas.

CLASS: Full-time hourly/full-time seasonal hourly/part-time hourly (TBD)

HOURS: Full-time 8:30 AM-4:30 PM, part-time flexible

COMPENSATION: \$11-\$13/hour based on experience

RESPONSIBILIITY: Maintaining cleanliness of public/private spaces related to overnight guests and room turnovers, laundry coordination, and other tasks necessary to create a premier destination experience for guests

REPORTING TO: Head housekeeper and inn guest services

DUTIES, include but not limited to:

- Cleaning and stocking guest bedrooms and bathrooms to ensure all rooms are prepared and inspected according to Black Star Farms standards
- Laundry service and organization
- Performing a variety of cleaning activities in the public areas such as sweeping, mopping, dusting, and polishing
- Checking stock levels of all amenities in housekeeping storage areas and replace when appropriate
- Responding to guest complaints/requests with professionalism and patience
- Communicating with supervisors on any damages, deficits and disturbances

QUALIFICATIONS

- Ability to be flexible and resourceful in a fast-paced environment without compromising quality
- Professional appearance and customer-oriented, friendly conduct
- Willing to work with, and invest in a diverse team and intricate operation
- Able to lift up to 40lbs, bend and kneel for extended periods, climb stairs frequently, and be continuously on the move. Strong prioritization and time management skills
- A desire to make the best, better

