



## **Inn at Black Star Farms: Housekeeping**

**PURPOSE:** Maintain the cleanliness of all guest rooms and public areas of the Inn

**PAY RATE:** \$18/hour

**CLASS:** Part-time hourly

**HOURS:** Flexible

**REPORTING TO:** Housekeeping Supervisor/Inn Manager

### **REQUIREMENTS**

- 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
- Attention to detail and desire to make the best, better
- Other duties as assigned by the Housekeeping Supervisor or Innkeeper
- Must be able to work weekends and holidays

### **EXPECTATIONS**

- Cleaning and stocking guest bedrooms and bathrooms to ensure all rooms are prepared according to Black Star Farms standards
- Laundry service, stocking, and organization
- Ensuring public areas are cleaned and maintained daily for the health and safety of our guests and team
- Checking stock levels of all amenities in housekeeping storage areas and replacing when needed
- Responding to guest complaints/requests promptly with professionalism and patience
- Other duties as assigned by the Housekeeping Supervisor or Inn Manager





BLACK STAR FARMS

