

VIRGINIA AIR & SPACE SCIENCE CENTER

NASA LANGLEY VISITOR CENTER



Summary of Position:

The Virginia Air and Space Science Center, NASA Langley's official Visitor Center, located in Downtown Hampton is seeking a qualified Housekeeper. Under general supervision of the Director of Facilities, the candidate is to provide quality housekeeping service for the facilities, exhibits and grounds. In full compliance with housekeeping standards and procedures they will also be asked to provide support for programs and special events.

Candidate Will:

- Be responsible for performing a wide variety of housekeeping duties for the facility, exhibits and grounds.
- Follow proper housekeeping procedures and techniques.
- Be able to a flexible schedule and open to work evening and weekend hours.
- Adhere to the highest standard of cleanliness and appearance for facilities and exhibits
- Duties will include but limited to sweeping, wiping, dusting, waxing, vacuuming, scrubbing, polishing and washing windows
- Properly use small hand tools and specialized equipment for a variety of cleaning solutions
- Follow proper facility exhibit maintenance procedures
- Provide housekeeping support for programs and special events, including set up, break-down and proper handling of banquet furniture.
- Must be able to understand and follow written or oral instructions and communicate effectively to guests and staff.
- Must be flexible and willing to take initiative in identifying and performing work that needs to be done
- Reports to lead housekeeper for daily operations.

You Have:

- The ability to work well within a team and with others
- The ability to work independently and without intensive supervision of other.
- Prioritize facility needs

Physical Requirements:

- Must be able to stand and walk for extended periods of time
- Must have the ability to climb stairs and use small ladders
- Lift weight of at least 30 lbs
- Bend, Stoop, Kneel and Reach

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Equal Opportunity Employer

The Virginia Air and Space Science Center provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, the Virginia Air and Space Science Center complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, and recall, leaves of absence, compensation and training.

Covid-19 Vaccine Requirement

At the Virginia Air and Space Science Center, the health and safety of our employees and guests are our number one priority. That's why all offers of employment are contingent on the candidate showing proof of being fully vaccinated against Covid 19 (currently one dose of Johnson & Johnson vaccine or two doses of the Pfizer or Moderna vaccine) to pass the pre-employment requirements.