

HOUSEKEEPER

(Part-time, Hourly)

JOB DESCRIPTION

Chief Objectives of the Position:

To provide quality housekeeping services for the facility, exhibits and grounds, in compliance with housekeeping standards and procedures, and to provide support for programs and special events.

Responsibilities:

- Responsible for performing a wide range of housekeeping duties for the facility exhibits and grounds, following proper housekeeping procedures and techniques. Because the center operates daily and is focused on visitor and program needs, extensive evening and weekend hours are sometimes required.
- Adheres to very high standards for overall cleanliness and appearance of facility and exhibits.
- Duties include sweeping, wiping, dusting, waxing, vacuuming, scrubbing, polishing, and operating power machines to clean, wash, shampoo carpet, strip, wax and buff floors.

Required qualifications and experience:

High school diploma or equivalent required. Previous housekeeping experience helpful. Must have the physical strength and stamina with the ability to perform tasks requiring continuous walking, standing, stooping, moving objects, and climbing short ladders. Must be able to follow directions to work collegially and independent of intensive supervision. Must successfully pass a background check.