

# HOLLYHOCK

**Position:** General Housekeeper

**Reports to:** Housekeeping Supervisor and Crew Chief

**Start Date:** March/April - November

**Hours and Location:** Seasonal, part-time - full-time hours on Cortes Island

**Wage:** Starting \$23-25 p/hour depending on experience

## ABOUT THE ROLE

Hollyhock Housekeepers are a key part of our operational team. Ensuring the overall cleanliness of our Island Campus guest rooms, session spaces, hot tubs and grounds. Housekeepers support our busy turnover days and help with general cleaning of all campus spaces. A positive attitude and clear communication is essential. Our Housekeeping team provides guest room check-in support and answer any guest inquiries while out on the grounds. This is a physical role with a need for speed and quality. Housekeepers integrate best practices and procedures that keep the department and the campus running smoothly.

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## KEY RESPONSIBILITIES

- Cleaning indoor and outdoor spaces for guests and public
- Loading and unloading of supplies
- Garbage and Recycling collecting
- Reporting maintenance needs and lost items to supervisor & manager
- Participate in Health & Safety initiatives
- Ongoing training in Hollyhock procedures
- Duties include cleaning bathrooms and surfaces of rooms, dusting, sweeping, vacuuming, making beds, loading golf carts with clean bedding and with dirty laundry and garbage/recycling after rooms are cleaned. Maintaining a clean department
- Good at multitasking
- Strong knowledge of the Hollyhock campus, friendly and capable of supporting guest inquiries

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## QUALIFICATIONS

- Physically capable to move at a fast pace on uneven terrain

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- Able to lift 18 kg (40lbs) and be on your feet moving for up to 8 hours
- Previous housekeeping experience is an asset but not necessary
- Ability to respond calmly in busy situations
- Works well in a team environment
- The successful candidate must be legally able to work in Canada and enjoy living in a remote setting

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