

ESKATON  
HOUSEKEEPER  
ESKATON NATOMAS MANOR

DEPARTMENT: Housekeeping

Exempt \_\_\_\_\_ Non-exempt \_\_\_\_\_ X

JOB SUMMARY

Under the direction of the Administrator, the Housekeeper is responsible for cleaning all interior and public areas, including activities rooms, bathrooms, and all hallways and corridors. The Housekeeper may also be asked to assist the Administrator with the planning, coordinating and clean up of activities.

JOB RELATIONSHIPS

Responsible to: Administrator

Workers Supervised: None.

Interrelationships: Administrator, Maintenance Supervisor, residents, visitors, and all other staff within the facility.

QUALIFICATIONS

Education

High school education or vocational training preferred. Must be able to read and comprehend the English language. Able to follow written directions on housekeeping supplies regarding manufacturer's suggestions on proper use and department cleaning schedules.

1

Training and Experience

Experience in housekeeping activities, use and maintenance of equipment.

Job Knowledge

Experience in housekeeping activities and use of supplies preferred.