JOB DESCRIPTION

POSITION TITLE: House Person
DEPARTMENT: Hotel
SALARY: **15.00**
POSTING DATES: **Until Filled**

Position Summary: Works as a team with management and housekeeping to provide hotel guests with a clean and safe environment. Ensures hotel public and pool areas are clean and hotel rooms are in good repair.

Essential Job Functions: *The list that follows is not intended to be comprehensive: it is intended to provide a representative summary of the major duties and responsibilities. Employee will be required to follow any other job-related instructions and to perform any other duties requested by his or her supervisor.*

- Responsible for providing quality service to all guests in an efficient, courteous and professional manner.
- Vacuum all hallways and public areas of the hotel.
- Empty trash, clean windows, entrance, stairwells, vending area, coffee area, breakfast area, and offices.
- Pre-treat/Shampoo carpets, clean A/C filters on a weekly basis.
- Assists with inventory and refill of all Coca Cola vending machines in the Hotel.
- Replace TV's, remotes, and light bulbs when needed.
- Bring any requested supplies and amenities to guests.
- Assists with Pool Attendant duties and maintenance when needed.
- Ensure rules established for pool area and water slide are followed at all times ensuring the safety of all guests and the Spirit Lake Casino and Resort.
- Vacuum, maintain and clean all bodies of water daily.
- Clear water build-up from pool floor when needed.
- Wipe down all areas of pool and steam room, clean and restock pool bathrooms daily.
- Keep tables, chairs, lounges, clean and organized in proper places.
- Informs Maintenance Department of any repairs that need to be made.
- Cross-trained to other hotel positions to perform all duties assigned.
- Other duties as may be assigned.

Supervisory Responsibilities:
- None

Job Requirements:
Education, Experience, and Certifications:
- Some maintenance experience preferred.
- Must be able to pass pre-employment drug test and background investigation.

Knowledge and Skills:
- Ability to work independently.

Environmental Factors and Conditions/Physical Requirements:
- Must be able to lift up to 25 lbs.