

Room Attendant

Job Description and Person Specification

Position Details

Position: Room Attendant	Department: Housekeeping	Reporting to: Housekeeping Manager
Salary: up to £14,826.24 per annum	Contract: Permanent	Hours per week: 32 (4 out of 7)

Overall Objective: To ensure clean, well maintained rooms, corridors, and staircases in assigned areas.

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<p><u>Main Objectives</u></p> <ul style="list-style-type: none"> • To clean public areas. • To clean guest bedrooms and corridors. • To carry out guest requests. <p><u>Summary of Duties</u></p> <ul style="list-style-type: none"> • To clean public areas and guest bedrooms to the standards required. • To carry out guest requests/queries on a daily basis. • To report any maintenance work required to supervisor. • Comply with brand standards at all times. • Comply with Health and Safety, Fire, and Control of Substances Hazardous to Health regulations. • To carry out any reasonable request required by hotel management and hotel guests. 	<p><u>Essential</u></p> <ul style="list-style-type: none"> • Verbal communication skills. • Attention to detail. • Ability to work in a team. • Evidence of working on own initiative. • Good timekeeping. <p><u>Desirable</u></p> <ul style="list-style-type: none"> • Knowledge of cleaning. <p>This role will involve long periods of standing and walking together with heavy lifting however reasonable adjustments will be looked into where necessary.</p> <p>Industrial cleaning equipment and chemicals are involved in this job. Full training will be provided.</p> <p>You might be eligible for a performance related bonus.</p>