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# Example of Hotel Housekeeper Job Description

Our company is looking to fill the role of hotel housekeeper. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for hotel housekeeper

* Assists and provides financial guidance in the formulation and implementation of Strategic Plan and Budget
* Analyses financial and management reports with regards to housekeeping, laundry, public area and chemical in your department
* Makes recommendations to the Cluster General Manager or designates regarding the upkeep of furnishings, facilities, and equipment, ensuring they are clean and in good repair
* Identifies staff with potential for promotion and/or transfer within housekeeping department
* Maintaining the cleanliness of the hotel, including deep cleaning of assigned areas
* Providing customers with quality service in a timely and friendly manner
* Restocking housekeeping stations
* Delivering service items to guest rooms upon requests from the front desk
* Cleaning and maintaining the guest rooms and public areas of the hotel including changing bed linens, vacuuming, and mopping floors
* Stock housekeeping carts and closets to ensure that items are available

## Qualifications for hotel housekeeper

* Minimum of 5 years work experience for a deluxe luxury hotel
* Minimum of 3 years management experience in a high volume housekeeping role
* Must be available all days of the week
* Must be able to lift up to 50 on a regular and continuing basis
* Previous housekeeping experience in property of similar size and quality
* Must be able to clean 480 piece work minutes (8 hours)