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# Example of Housekeeper Job Description

Our company is hiring for a housekeeper. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for housekeeper

* Cleans public restrooms on the property as needed
* May perform other miscellaneous duties as assigned
* Clean offices including desks, tables, windows
* Monitor and remove trash from the display area and offices
* Keep paper dispensers filled
* Purchase cleaning supplies
* Periodic cleaning such as vacuuming, mopping and waxing/buffing floors
* Clean lobbies, lounges, rest rooms, corridors, elevators, stairways, ramps, Prom areas, and patrol parking lot
* Machine sweep, mop, scrub, wax, and polish floors
* Dust furniture

## Qualifications for housekeeper

* Must be able to work lengthy periods of time while standing or walking
* Light lifting is required
* Must be able to work independently using discretion
* 1 year of housekeeping experience is required
* Able to add and subtract two digit numbers and to multiply and divide with 10's and 100's
* Able to apply common sense understanding to carry out simple one- or two-step instructions