



Example of Housekeeping Job Description

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Our company is growing rapidly and is hiring for a housekeeping. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for housekeeping

- Recognize and report all maintenance issues in units and public areas
- Deep clean units as assigned
- Complete daily clean in offices, therapy rooms, group rooms, nurse stations, lobbies, stairwells, corridors, public baths
- Report any carpets needing shampoo
- Wash, Dry, Fold all linen
- Keep Housekeeping Supply room neat and organized
- Any other duties as assigned by the Housekeeping Manager, within the recognized scope of the position
- Create a sanitary environment through washing, cleaning, sanitizing, dusting, sweeping, moping, vacuuming, trash removal
- Promotes sanitary conditions which prevent the spread of germs and odors
- Responsible for disposal of trash, debris and separation of recyclable items on a daily basis

Qualifications for housekeeping

- Washer/dryer (commercial or residential)
- Wet/dry vacuum
- Housekeeping and laundry carts
- Chemical cleaning supplies
- Window squeegee

