MENOMINEE
CASINO RESORT

Menominee Casino Resort

2nd Posting

Position	Hotel Housekeeping Attendant	**Job Status**	Part-Time
		Minimum Age	18
Wage	$10.00		
Date Posted	Wednesday, July 18, 2018 8:00:00 AM		
Date Closed	Wednesday, July 25, 2018 4:30:00 PM		

FIRST POSTING: OPEN 5 DAYS AND LIMITED TO ANY ENROLLED MENOMINEE TRIBAL MEMBER. SECOND POSTING: OPEN TO THE GENERAL PUBLIC.

SUMMARY

Responsible for achieving and maintaining an exceptional standard of cleanliness throughout the guest rooms of the Hotel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

•Vacuums, sweeps, scrubs, mops, and cleans carpet and flooring in guest rooms.
•Dusts, brushes, polishes, cleans and vacuums furniture, glass, mirrors, curtains, framed pictures, appliances and other structural fixtures and furnishings in guest rooms.

•Responsible for maintaining a consistent and regular attendance record.
•Scrubs, disinfects and deodorizes showers, toilets, wash basins, and other bathroom and vanity fixtures.
•Removes trash and debris from guest rooms.
•Strips beds, collects dirty linens, and makes beds with fresh linens.
•Replenishes linens, amenities and other supplies in guest rooms.
•Reports items found in guest rooms to Executive Housekeeper, and/or properly tags lost and found items and delivers them to the Housekeeping Office, for storage.
•Routinely inspects guest rooms for maintenance needs, such as burnt-out light bulbs, plumbing or electrical problems, carpentry needs, or other special problems and reports same to the Housekeeping Office for proper resolution.
•Takes responsibility for a "Pass Key" during assigned shift, turning it in at the end of the shift to the appropriate person.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Applicant must be at least eighteen (18) years old.

EDUCATION and/or EXPERIENCE

SPECIAL QUALIFICATIONS

Must possess effective communication and organizational skills.
An applicant who has been previously employed by the MCR/TC shall successfully pass a review of their previous work history and past employment history before being eligible for rehire.

CRIMINAL BACKGROUND MINIMUM REQUIREMENTS:
No person shall be eligible for employment at Menominee Casino Resort/Thunderbird complex if they have been convicted, or have a pending unresolved charge of:
•Any crime which would require compliance with the reporting requirements for sex offenders pursuant to Menominee or Wisconsin law; or

- A felony conviction of any kind in the immediately preceding two years
- A crime of any kind related to gambling in the immediately preceding two years
- A crime of any kind related to theft, fraud, or misrepresentation in the immediately preceding two years.
- A crime of any kind related to a crime of violence, or involving domestic violence, or a drug offense involving sale of drugs, or possession with intent to sell drugs during the immediately preceding 2 years.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions and correspondence. Ability to write basic instructions and correspondence. Ability to effectively present information in one-on-one and small group situations.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY

Ability to apply common-sense reasoning to a variety of situations.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an Employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is also regularly required to stand; walk; sit; and use hands to finger, handle, or feel objects, tools or controls. The employee is occasionally required to reach with hands and arms, and to sit; climb or balance; and stoop, kneel, crouch or crawl.

The Employee is regularly required to lift and/or move up to fifty pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Employee is regularly exposed to risk of exposure to cleaning chemicals used in the maintenance of the property.

The noise level in the work environment is usually moderate.