



SPA HOUSEKEEPER/ATTENDANT

SUMMARY:

Spa Housekeeper/Attendant responsibilities include tending to the tidiness of locker rooms and restrooms, receiving and preparing laundry, restocking spa guest supplies, and setting up specific services for massage therapists. Spa Attendants are additionally responsible for approaching each spa guest with a helpful and positive presence and seeing that all spa guests' needs are anticipated and met with a productive response.

DUTIES AND RESPONSIBILITIES:

- Maintain and clean all areas of the Spa including; the gym, the locker rooms, restrooms and pools
- Assist with receiving daily laundry, fold and restock, compile dirty linen for pick-up
- Act as a resource to the spa team and guests to ensure the spa facility is well-stocked and tidy at all times
- Manage current in-house linen inventory and communicate low levels
- Manage tea bar and locker room guest supply inventory to ensure everything is stocked
- Provide detailed, personal care with each spa guest to ensure a 5-star guest service experience
- Show a great eye for detail

QUALIFICATIONS:

- Preferred 2-years resort/hotel or salon/spa experience
- Previous housekeeping or spa experience preferred
- Excellent verbal and communication skills
- Must be highly organized and detail oriented
- Must meet legal age requirements for the position
- Must be able to work independently
- Must provide valid document(s) to work in the US

PHYSICAL DEMANDS:

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

- Must be able to lift 25 lbs.
- Must be able to stand and walk for long periods of time.

LANGUAGE SKILLS:

- Must speak and communicate in English.
- Must be able to clearly communicate with guests, management and coworkers.

WORK ENVIRONMENT:

The work environment at Bernardus Lodge & Spa ranges from winter time lows of 20 degrees to summer time highs to 100+ degrees. While performing these duties the employee may be exposed to outdoor and inclement weather conditions.