

**** EXTERNAL POSITION OPENINGS ****
ROOM ATTENDANT(S)



RATE OF PAY: Depending upon experience
LOCATION: Seven Clans Casinos –Thief River Falls, MN
OPENS: April 10, 2019
CLOSES: Until filled

SCOPE OF POSITION

Under the direct supervision of the Executive Housekeeper and Housekeeping Supervisor, is responsible to assist with hotel room maintenance for Seven Clans Casinos.

DUTIES AND RESPONSIBILITIES

- ❖ Assists in assigned area, identifying and reporting areas of concern to immediate supervisor.
- ❖ Assists with new associates.
- ❖ Responsible to ensure hotel rooms are properly cleaned and maintained in an orderly fashion to satisfactorily accommodate our guests.
- ❖ Responsible to ensure timely service is provided to all guests. Acknowledges and responds to guests immediately.
- ❖ Cleans rugs, carpets, furniture and draperies. Sweeps, scrubs, waxes, and polishes floors. May be assigned to room cleaning as needed.
- ❖ Reports any maintenance or structural repairs necessary to appropriate personnel.
- ❖ Maintains records as required.
- ❖ Identifies areas needing improvement and makes suggestions as identified. Responsible to ensure policies and procedures are adhered to.

REQUIRED QUALIFICATIONS

It is required a Housekeeping have at least a High School Diploma or GED.

SEND COMPLETE RESUME/TRANSFER REQUEST TO:

victoria.mostrom@7clans.com - Human Resource Office,
20595 Center St. E Thief River Falls, MN 56701 1-800-881-0712
www.sevenclanscasino.com