

**\*\* EXTERNAL OPENING \*\***  
**HOUSEKEEPING ROOM ATTENDANT**

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**RATE OF PAY:** Depending upon experience  
**LOCATION:** Seven Clans Casinos –Warroad, MN  
**OPENS:** 11/21/2022  
**CLOSES:** Until Filled

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**SCOPE OF POSITION**

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

**DUTIES AND RESPONSIBILITIES**

- ❖ 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, remains abreast of events held in the casino, hotel, and banquets to communicate accordingly.
- ❖ Assists in assigned area, identifying and reporting areas of concern to immediate supervisor.
- ❖ Assists with new associates in learning job skills and processes for cleaning.
- ❖ Cleans rugs, carpets, furniture and draperies. Sweeps, and mops 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 to Supervisors.
- ❖ Responsible to ensure policies and procedures are adhered to.

**REQUIRED QUALIFICATIONS**

It is required a Room Attendant have a High School Diploma or GED.

**SEND COMPLETE APPLICATION/TRANSFER REQUEST TO:**

Human Resources Office  
34966 605<sup>th</sup> Ave Warroad, MN 56763  
Or apply online - [www.sevenclanscasino.com](http://www.sevenclanscasino.com) or call 1-218-386-3381- ext. 36040