COMPANY INFORMATION

COMPANY NAME
San Jose Fairmont

COMPANY WEBSITE
www.fairmont.com

HOT JOB? Unsub

EC WORKS PROGRAM

CAREER TYPE
Housekeeper/Janitor

CONTACT NAME/TITLE
Please see your Counselor

POSITION(S) AVAILABLE

JOB TITLE
Room Attendant - AM Shift

JOB ID
17381

SHIFT/HOURS
Various

HOURS/WEEK
40 - 40

WORKDAYS
Various

OPEN DATE
12/11/2019

CLOSE DATE
01/10/2020

MINIMUM SALARY
$18.10

MAXIMUM SALARY
DOE

POSITIONS
3

BENEFITS
After 90 days

LIMITED ENGLISH MAY APPLY?
Location
San Jose

REQUIRED FOR POSITION
Drug Screen, Background Check, CA ID

REQUIRED EDUCATION
None

JOB DESCRIPTION
Fairmont Hotel Overview:

Refined elegance and sophistication flow into each of the 808 well-appointed non-smoking deluxe guest rooms and suites at The Fairmont San Jose. Located near Silicon Valley in Northern California, this 20-story two tower masterpiece caters to discerning and well-traveled business professionals who expect impeccable quality from their accommodations.

Summary of Responsibilities:

Reporting to the Executive Housekeeper, responsibilities and essential job functions include but are not limited to the following:

• Consistently offer professional, friendly and engaging service

• Clean all assigned guestrooms including: dusting, making beds, soiled linen removal from rooms, and retrieval of clean linen from linen closets, vacuuming, bathroom cleaning, inside window cleaning, replenish rooms with supplies

• Sign in and out master keys daily

• Maintain proper usage of cleaning supplies and equipment
- Update and record all cleaned rooms
- Return and properly tag all lost and found articles in the Housekeeping Office
- Follow departmental policies and procedures and service standards
- Report necessary maintenance items
- Follow all safety and sanitation policies
- Other duties as assigned

3 TO 5 KEY SKILL SETS REQUIRED

Qualifications:

- Previous housekeeping experience an asset
- Excellent communication and organizational skills
- Strong interpersonal and problem solving abilities
- Highly responsible & reliable
- Ability to work cohesively with fellow colleagues as part of a team with minimum supervision
- Ability to focus attention on guest needs, remaining calm and courteous at all times

Physical aspects of the position include but are not limited to the following:

- Constant standing and walking throughout shift
- Frequent lifting and carrying up to 30 lbs
- Frequent kneeling, pushing, pulling, lifting
- Occasional ascending or descending ladders, stairs and ramps