

## **Lobby Attendant**

### **Role Summary**

Responsible for cleaning lobby and common areas

### **Accountabilities**

- Respond promptly to requests from guests and other departments
- Fill cart with supplies and transport cart to assigned area
- Replace supplies in guest washroom facilities
- Replace dirty terry with clean items
- Clean bathrooms
- Remove trash from guest washrooms and common areas
- Check that all lights in the public spaces are working properly and report any that are not the engineering department to be fixed
- Straighten desk items, furniture, and appliances
- Dust, polish, and remove marks from walls and furnishings
- Vacuum carpets in common rooms and hallways
- Compliance with all safety regulations of assigned tasks, and ensure a clean and safe working environment with active participation in the health and safety program
- Adhere to all environmental policies and programs as required
- Other duties as assigned

### **Requirements**

- Resort experience preferred
- Superior attention to detail
- Ability to multi-task and organize time effectively and efficiently

### **Working Conditions**

- Must be able to work flexible hours including nights, evenings, weekends and holidays
- Stand, sit or walk for an extended period of time or for an entire shift
- Move, lift, carry, push, pull, and place objects weighing less than or equal to 25 pounds without assistance.

JW Marriott The Rosseau Muskoka Resort & Spa is an equal opportunity employer committed to hiring a diverse workforce. Upon request by the applicant, accommodation options will be available in the local area.