**Scholars Inc.**

**Housekeeper**

**Job Description**

**Overview**

The Housekeeper is responsible for cleaning rooms and common areas, disposing of trash, and notifying maintenance of any issues. You should be able to lift 25 pounds and have an eye for cleanliness.

**Supervisor:** Executive Director

**Housekeeper Responsibilities:**

* Keep facilities and common areas clean and maintained.
* Vacuum, sweep/mop floors, dusting, and polishing
* Clean and stock restrooms.
* Clean cabinets, refrigerators, doors, and glass.
* Notify supervisor of needed repairs, deficits, and disturbances.
* Collect and dispose of trash.
* Treat all residents and staff with professionalism and respect
* Check stocking levels of all consumables and replace when appropriate
* Strictly adhere to health and safety rules and Thrive company policies.
* Other cleaning duties as assigned.

**Housekeeper Requirements:**

* Proven experience as a cleaner or housekeeper
* Ability to manage your time efficiently.
* Work well unsupervised.
* Ability to lift at least 25 pounds.
* Handle basic maintenance and cleaning.
* Ability to maintain a professional appearance and interact positively with residents.
* Hard worker and reliable.

**COMPENSATION**

Compensation is based on knowledge, experience, and skills. These factors will impact the salary of this position and will be discussed at the time of the interview.