

Outstanding Workplace of the Year Award, Chamber of Commerce  
Employer of the Year Award, Tourism Vancouver Island  
British Columbia Hotel Association Housekeeping Award

Job title: Room Attendant

Job Status: Permanent. Hours of work per week will vary based on hotel occupancy

Signing Bonus: \$500 (\$200 on joining + \$300 after completing probation)

Wage: \$21.33 - \$21.83 per hour + a comprehensive extended health benefits package

#### Summary of Position:

Room Attendants are responsible for ensuring that each guest's room is presented according to Inn at Laurel Point standards, while also focusing on creating an atmosphere of warm Guest Service, teamwork and excellence.

#### Responsibilities:

- Clean assigned guest rooms according to Inn at Laurel Point standards. This involves changing bed linens, making beds, dusting, vacuuming, cleaning the bathroom, changing the towels, removing all garbage, deep cleaning, placing furniture to its original position, etc.
- Actively participates in department specific initiatives working towards sustainable operations
- To be Health & Safety conscious and actively involved in maintaining a safe work environment
- Complies with the Inn at Laurel Point's procedures and code of ethics
- Performs other tasks, which are assigned by management
- Upholds the highest standard of internal and external customer service at all times

#### Qualifications:

- Previous guest service and/or Housekeeping experience an asset
- Proven self-motivation, ability to work well with minimum supervision
- Excellent guest service skills
- Excellent organization, time management and communication skills
- Must have a high level of attention to detail
- Work well within a diverse team environment
- Must be able to embrace the 4 core values of the Laurel Point Inn: Excellence, Respect, Curiosity and Stewardship

#### Job Requirements:

- Must be fully available to work weekdays, all weekends and all statutory holidays
  - Ability to work a 8am-4:30pm shift daily (Monday through Sunday)
  - Ability to lift 40 pounds on a regular basis
  - Ability to sustain prolonged periods of bending and kneeling
  - Must be legally permitted to work in Canada
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Reports To: Housekeeping Manager

Closing Date: Please submit your application as soon as possible as applications are reviewed daily

Apply Now! Please email your resume to [careers@laurelpoint.com](mailto:careers@laurelpoint.com). For more information, please visit our Careers page at [www.laurelpoint.com/careers](http://www.laurelpoint.com/careers)

What's in it for you?

- Competitive Wages
- A fun & friendly workplace culture that embraces diversity
- Cross-training opportunities to grow your skills
- Best staff meal in town and by the way, it's free!
- Complimentary parking on non-restricted days during the off-season
- Comprehensive benefits package
- Colleague of the month recognition program
- Summertime volleyball on Sticky Wicket rooftop, BBQs on our stunning Terrace patio, free themed year-end Gala to thank you
- Aura waterfront restaurant + patio staff discount – 50%
- Need a staycation? We've got you covered, after your 1-year work anniversary, enjoy a complimentary one night stay including breakfast for 2
- Friends & Family hotel discount (*so you can show off your amazing workplace*)
- Candidate referral bonus - \$500
- Industry discounts
- Workshops
- Cross-training opportunities
- Skill and advancement training programs
- Shower and locker facilities

Thank you for considering Inn at Laurel Point as your employer of choice!

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