



## HOUSEKEEPING MANAGER

(Seasonal Waterfront Resort)

Granite Point Resort is a legacy on Loon Lake, with sandy beaches, beautiful sunsets, a store and restaurant, and approximately 22 cottages (all with full kitchen and bath) that typically rent by the week and “turn over” on Fridays and Saturdays. We pride ourselves on the cleanliness of our cottages, and we are looking for someone who has a passion for housekeeping and cleanliness, with the ability to direct and oversee a housekeeping team.

### Job Objective:

Manage our housekeeping operations and ensure high standards of cleanliness, organization, and time- and cost-efficiency. The ideal candidate will use leadership skills, an eye for detail, reliability, and cleaning know-how to make our guests’ vacation their number one priority.

### What you will be responsible for:

- Ensuring cleanliness of cottages commensurate with management standards.
- Training and mentoring staff to ensure standards of quality control
- Set schedule and supervise housekeeping/cleaning staff
- Inspect and clean cottages for all guest arrivals
- Manage and oversee linen inventory and housekeeping supplies

### Keys to Success:

- Experience with housekeeping, and knowledge of “tricks” of the trade to help ensure efficient and exceptional cleaning.
- High standards for cleanliness.
- Attention to detail
- Efficiency
- Self-starter with ability to manage others while also being a full-time participant in cleaning.

### Requirements:

- At least 5 years experience in a housekeeping position
- At least 2 years of leadership (ideal)
- Must be able to meet physical demands of the job
- Must have a valid Driver's License and reliable transportation

**Compensation:** Minimum of \$20/hour, with actual compensation subject to qualifications and schedule.

**Contact:** Email resume and statement of interest to [manager@granitepointresort.com](mailto:manager@granitepointresort.com) .

Phone: (509) 951-7571. For more information on the Resort, visit [www.granitepointresort.com](http://www.granitepointresort.com)

