

RUTTGER'S BAY LAKE LODGE

LAUNDRY ATTENDANT

HOUSEKEEPING & LAUNDRY

REPORTS TO: Director of Housekeeping

GRADE: N2, 8 months, Seasonal, PT, no benefits

SUMMARY:

Responsible for laundering guest room towels & bedding; table linens and uniforms. Perform outstanding guest service on a daily basis. Maintain interdepartmental lines of communication, and interact on a daily basis with guests and resort staff.

EXPECTATIONS:

The employee must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to fulfill these functions. Ruttger's further expects every employee to exhibit stellar guest service and a regular attendance record.

ESSENTIAL DUTIES:

- Sort laundry for cleaning.
- Spot clean heavily soiled items.
- Load used laundry into commercial washers.
- Add chemicals to washers to aid in cleaning.
- Load wet laundry into commercial dryers.
- Sort and fold cleaned laundry.
- Foster positive working relationships and communication with all departments.
- Any and all other duties as assigned.

EDUCATION and/or EXPERIENCE:

- Previous hotel / resort related experience beneficial.

REQUIREMENTS:

- Must be able to pass Ruttger's background check;
- Talk; hear; see in color; adjust focus to include close, distance, depth, and peripheral vision;
- Stand; walk; sit; kneel; lift; push; pull; reach with arms and hands; move objects weighing up to forty (40) pounds.