



## Room Attendant – Job Description

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### Title

Room Attendant

### Reports To

Housekeeping Supervisor

### Summary

The Room Attendant will be responsible for providing for the comfort of guests of the hotel by ensuring that guest rooms and public areas are clean and properly presented. The Room Attendant promotes a positive image of the property to guests. Must be pleasant, friendly and able to address problems or special requests.

Compensation: \$14.50 - \$16 an hour plus tips (depending on experience)

### Core Competencies

- Customer Focus
- Communication
- Energetic & Stress resistant
- Teamwork
- Quality Orientation
- Problem Solving
- Accountability and Dependability
- Operating Equipment
- Ethics and Integrity

### Requirements

- A High School diploma is preferred
- 6 months of experience as a room attendant preferred
- Physical mobility and stamina required
- Detail-oriented
- Professional attitude, appearance and manners
- Ability to work independently & well under pressure
- Excellent time management skills
- Good communication skills are an asset
- Good organizational skills
- Strong customer service and troubleshooting skills
- Strong work ethic and positive team attitude