

JOB DESCRIPTION

Name of the position: Housekeeping Public Area Attendant

Organization unit: Housekeeping Department

Reports to: Housekeeping Manager

Job description:

- Cleaning and maintaining hygiene in the outdoor areas of Portonovi Resort
- Maintaining cleanliness in parks, pathways, and public areas
- Washing and cleaning streets, sidewalks, parking garages, and staircases
- Cleaning and disinfecting benches, chairs, speakers, bollards, and other outdoor elements
- Removing waste, leaves, and other debris from outdoor spaces
- Cleaning and maintaining outdoor glass surfaces and railings
- Complying with safety and hygiene regulations
- Maintaining hygiene around communal pools and pool terraces.
- Cleaning common areas such as hallways and elevators.
- Cleaning and maintaining cleanliness in areas that require the use of ladders.
- Replacing used towels and other bathroom essentials, such as shampoo and soap
- Vacuuming and washing carpets
- Dusting and polishing furniture
- Reporting any technical issues and maintenance needs to supervisors and managers
- Returning and restocking cleaning carts at the end of the shift
- Using cleaning chemicals properly and with due care
- Machine washing of stone surfaces and applying protective coating
- Respecting the privacy of guests to the highest extent
- Cleaning and maintaining hygiene in business offices within Portonovi Resort (offices, meeting rooms, hallways, restrooms, canteens, entertainment areas, locker rooms, etc.).
- At the end of the shift, collecting all items left by guests in outdoor areas and handing them over to the Lost & Found service.
- Performing other duties as assigned by the supervisor.
- Performs other duties as ordered by the superior
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Education: Unqualified labor, III or IV education degree

Work experience:

- Previous experience in hospitality (hotels, restaurants) preferable