



Title: Housekeeper / Maid (Part Time)

USA – FLA – Fort Lauderdale Area

Contact: Signature Grand

deannamccutcheon@thesignaturegrand.com

Address: 6900 State Road 84, Davie, FL 33317

Job Level:

Education:

Compensation:

Description: Signature Grand is growing and progressive. We are seeking a **Housekeeper / Maid** to add to our team at this venue known to host some of South Florida's most prestigious events. This esteemed position includes working with Broward's most prominent community leaders, as well as, internal associates who possess the highest caliber of professionalism and talent.

Signature Grand, known for Elegant Weddings and Grand Social Occasions, hosts groups up to 2,000 in its 100,000 sq. ft., Mediterranean Mansion. Conveniently located in Central Broward County on the I-595 Express, Signature Grand proudly welcomes clients from the greater South Florida tri-county region, the nation and the globe.

General Duties

- Clean the Mansion, as directed and in accordance with Company standards
- Arrive to work as scheduled
- Maintain professional appearance, hygiene and grooming
- Arrive in full uniform with name tag
- Adhere to Company policies and procedures

Daily Cleaning Duties

- Dust, polish and clean furniture and fixtures
- Maintain products in guest suites and bathrooms
- Sweep exterior and interior of building
- Gather and empty trash in assigned areas
- Clean and maintain reception kitchen
- Clean windows, glass and mirrors
- Clean brass and marble countertops
- Clean walls and baseboards
- Replenish maid carts with supplies
- Report needed cleaning supplies and equipment that breaks down
- Clean, service and restock bathrooms
- Clean floors / sweeping, vacuuming and mopping
- Performs duties as assigned.

Requirements:

- Presents a professional appearance and work ethic
- Must be able to work weekends, nights and holidays
- Must have at least one-year experience in a similar position

Please forward your resume in confidence to: DeAnna McCutcheon

Email: deannamccutcheon@thesignaturegrand.com

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