



Lions Tigers & Bears
24402 Martin Way
Alpine, CA 91901
P: (619) 659-8078 F: (619) 659-8841
www.LionsTigersAndBears.org
Tax ID # 33-0938499

House Keeping and Hospitality Attendant Position

Full Time

Job Description

To provide cleaning and maintenance services throughout the facility, conduct day to day cleaning and upkeep of all common areas and provide utmost attention and hospitable experience to on-site guests.

Duties and Responsibilities

- Detailed cleaning and organizing of all in-door and out-door spaces, including office spaces, restrooms, garages, storage areas, gift shop, surgery room, common areas, on-site guest retreat and more
- Clean and maintain common areas, grounds, exterior walkways and sidewalks
- Working in both an indoor and outdoor environment with seasonal changes and at times inclement weather
- Organizing inventory control of supplies
- Provide guest services for on-site 2-bedroom, 1-bath guest retreat including guest check-in, attending to guest needs, and thorough cleaning and maintenance of the space.
- Must be able to lift heavy furniture and other items up to 60 pounds
- Empty all trash and transport to the disposal area
- Performs other duties as assigned

Qualifications

- Knowledge in hospitality, attention to detail, and quality control
- Must be a team player and be able to work with little supervision
- Polite with experience working in a customer service environment
- Must have excellent time management skills and work ethic to get daily job tasks done on time each day

Working conditions and Physical requirements

Must be able to bend, stoop and walk on even terrain and the ability to lift 60lbs. May encounter inclement weather conditions including extreme heat and cold depending on the seasons and may experience rough terrain. This job requires much walking, stairs and moving around an active ranch environment.