



JOB POSTING

Muckleshoot Bingo is an Equal Opportunity Employer but does practice [Indian Preference hiring](#) in accordance with Public Law 93-638, the Indian Self Determination and Education Act.

Per MIC Policies, employees must pass a pre-employment Alcohol and Drug test and be free of drugs and alcohol.

JOB TITLE: Housekeeper

GAMING LICENSE REQUIRED: Class IIB

RANGE: \$13.237 / hr

STATUS: Hourly, Non-Exempt

POSITION REPORTS TO: Facilities Lead or Supervisor

JOB SUMMARY: Performs housekeeping and cleaning maintenance duties as required. Keeps bingo building clean during business hours and ready for the next business day. This job has no management authority.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The statements describe the general nature and level of work only. They are not an exhaustive list of all required responsibilities, duties, and skills. Other duties may be added, or this description may be amended, at any time.

1. Practice, support and promote the Mission, Vision and Values of Muckleshoot Bingo.
2. Greet visitors, staff, and the general public promoting positive guest relations and responding to inquiries and referring or directing them when necessary to the appropriate persons.
3. Keeps Bingo clean as delegated by the Facilities Lead/Supervisor.
4. Clean tile, vinyl and carpeted floors in the Bingo Hall as directed.
5. Pick-up and remove trash and recyclable materials from the building.
6. Empty and clean ashtrays.
7. Clean and stock restroom facilities.
8. Operate housekeeping equipment, vacuums etc. as directed.
9. Create, facilitate and maintain a positive work environment.
10. Smile and engage Guests and Employees with a positive professional demeanor.
11. Perform other duties as assigned.

EDUCATION, EXPERIENCE AND TRAINING FOR POSITION (required / preferred):

- High school diploma or GED equivalent recommended.

SPECIFIC SKILLS/KNOWLEDGE/ABILITIES REQUIRED FOR POSITION:

- Demonstrate excellent guest service skills.
- Demonstrate ability to handle multiple tasks simultaneously with speed, efficiency and attention to detail.
- Exhibit ability to work independently with occasional instruction or assistance.
- Demonstrate ability to follow oral and written instructions.
- Demonstrate ability to communicate effectively both verbally and in writing.
- Utilize portable radio or cell phone to stay in contact for the Department, as needed.
- Working knowledge of health & safety standards, and safety regulations, as needed.
- Must be able to stand/walk for extended period of time, or throughout shift.
- May be required to climb ladders and/or handle hazardous chemicals.
- Must pass a background check and drug test.

OPENS: 3/26/19
CLOSES: When filled