



PEACHTREE HILLS PLACE  
AN ISAKSON LIVING COMMUNITY

## **JOB ANNOUNCEMENT**

**TITLE:** House Steward

**EXEMPT STATUS:** Non-Exempt

**HOURS OF SERVICE:** Part-time and Full-time; Hourly

**RATE OF PAY:** \$12.08 per hour

**REPORTS TO:** Environmental Services Manager

### **GENERAL SUMMARY:**

The House Steward is responsible for the cleanliness and neatness of Peachtree Hills Place assigned areas.

### **PRINCIPLE DUTIES:**

#### **Essential Job Duties:**

1. Performs general housekeeping duties in community, such as: vacuuming, cleaning bathrooms and kitchens, and dusting of all cleared flat surfaces.
2. Performs general housekeeping duties of hallways and common areas as directed by supervisor.
3. Accomplishes all work in the order of priority set by supervisor.

#### **Other Duties:**

1. Maintains all equipment and supplies in proper condition.
2. Attends in-service training and education sessions, as assigned.
3. Performs specific work duties and responsibilities as assigned by supervisor.

4. Maintains Member confidentiality at all times.

**QUALIFICATIONS:**

1. Ability to understand and follow instructions in English and communicate effectively. Previous housekeeping experience preferred but not required.
2. Ability to lift 50 pounds.

**PHYSICAL REQUIREMENTS/WORKING CONDITIONS:**

Moderate to heavy physical effort 95% of the work day. Must be able to stand and walk long distances up to 8 hours per day. Must be able to stoop and work from a kneeling position, perform repetitive bending, reaching and stretching. Must be able to lift and carry up to 30 lbs. independently. Must be able to push and/or pull wheeled carts and equipment weighing up to 100 lbs. over tiled and carpeted surfaces over long distances. Must be able to operate a vacuum, work in confined spaces around furniture and breakable objects, and have constant contact with residents. May be exposed to unpleasant odors, high heat levels, and institutional cleaning chemicals.