

Y Employment OPPORTUNITIES



Employment with
a purpose

Discover the benefits

Work with us in a job
that really matters!

ymca-ywca.com

Position Title: House Keeping Attendant
Location: H2O Adventure + Fitness Centre
Compensation: \$ 13.50 + Individual Membership
Schedule: Part Time 11 – 29 hrs /week
Placement Date: Feb 12, 2012

We are seeking a Housekeeping Attendant who is energetic, personable, resourceful, well-organized, with superior interpersonal skills, and excels in a fast paced, challenging work environment. If that sounds like you, then this is your ideal job!

Reporting directly to the Facility Operations Manager the Housekeeper is a key team member to the Operations Department at the H2O Adventure + Fitness Centre.

Housekeeping Attendant is responsible for instilling the Y's core values of caring, respect, responsibility and honesty. The Housekeeping Attendant will be responsible for daily/weekly cleaning assignments, along with detail and light duty cleaning – ensuring that all public areas exceed customer expectations.. In addition the Housekeeping Attendant will work well with a team at the H2O Adventure + Fitness Centre while building relationships with our members.

Major Responsibilities and Abilities:

- Cleaning of all public and staff areas during open hours starting at varied times
- Work as a team as well as independently
- Communicate effectively with all Y staff as well as your supervisors and managers. Provide feedback to improve working situations or job competencies
- Public interaction with participants and members providing regular communication to determine their requests and forward to others
- Organize your work areas and shift responsibilities in order to accomplish tasks effectively
- Maintain and clean the facility to keep it looking in as-new condition.
- Report any problems or potential problems to supervisor.
- Participate in long range planning and development of partnerships in order to sustain projects at hand



Y Employment

We build strong kids, strong families, strong communities

Qualifications:

- Two years of experience in cleaning or related field.
- Ability to communicate effectively through speaking, reading and writing English.
- Satisfactory criminal record check
- OFA level 1
- WHMIS
- TDG (Transportation of Dangerous Goods)

Competencies:

Commitment to Mission, Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of YMCA-YWCA of the Central Okanagan.

Service Attitude: Identifies needs and wants of members/participants as priority and responds in an effective and timely manner to enhance every person's Y experience.

Relationship Building and Collaboration: Builds positive interactions both internally and externally to achieve work related goals.

Self-Management: Ability to direct personal performance to achieve desired results with minimum supervision.

Quality: Ensures that services criteria for self, staff and programs are set, reviewed and surpassed regularly to provide excellent service delivery.

Initiative: Seeks and finds solutions to problems without waiting for direction. Knows when to take action on issues.

Application Process:

Please apply in writing, with cover letter and resume, to:

Doug Pumphrey, Facility Operations Manager

4075 Gordon Drive, Kelowna BC, V1W 5J2

E-mail: dpumphrey@ymca-ywca.com

Fax: 250.764.4085

Application Deadline: **Feb 10, 2012**

*We thank you for your interest,
however only candidates selected for an interview will be contacted.*