



# JOB POSTING

*AEG is committed to developing a diverse workforce reflective of the marketplace and the communities in which we do business. We believe a diverse workforce is not merely an advantage; it is mandatory for any company to be successful in today's business climate.*

**TITLE:** Event Housekeeping Crew

**LOCATION:** Rose Quarter (Portland, OR)

<b>Reports To:</b> Housekeeping Supervisor	<b>Department:</b> Housekeeping
<b>Salary Range:</b> \$9.25/hr	<b>Status:</b> Non-Exempt
<b>Hours:</b> Part Time-Based on events scheduled	<b>Supervises People?</b> No
<b>Required:</b> Must be at least 18 years of age.	

### **Job Summary/General Description:**

Performs a variety of Event Housekeeping services to maintain the Rose Quarter Campus in an immaculate, clean and sanitary condition during events.

### **Essential Duties and Responsibilities:**

- Detail and sanitize all public areas, to include seating areas, concourses, bathrooms, stairs and outdoor facilities.
- Dispose of recyclable paper and other recyclable items in designated containers.
- Replenishes rest room supplies such as paper towels, toilet tissue, hand soap and toilet seat covers.
- Vacuum carpeted areas.
- Dust mop and wet mop all floor surfaces in assigned areas.
- Dispose of solid waste during assigned shift as needed. Includes cleaning and disposal of bodily fluid spills.
- Clean and sanitize all rest rooms, locker rooms, conference rooms, concourses and arena back terraces, garages as scheduled.
- Assist facility clear event level seating areas from trash, debris and chairs during and after events.
- Respond to radio calls in a timely manner.
- Practice safe work habits and proper body mechanics when lifting or moving heavy objects.
- Attend in-service training and department meetings as required.
- Exhibit excellent work communication and public relation skills with coworkers, other departments and our guests.

### **Additional Responsibilities:**

- Maintain housekeeping service carts, equipment, janitor closets and storage rooms.
- Report unsafe equipment or situations to Supervisor immediately.
- Clean escalators and stairwells.
- Perform other duties as assigned.

### **Recommended Background:**

- Must be able to understand verbal and written conversational English instruction.
- Experience in institutional housekeeping helpful.

### **Physical Requirements and Physically Demanding Tasks:**

**Percentage of time spent:** 80% standing and walking; 20% lifting and carrying.

- Transporting fully loaded housekeeping carts (75 lbs.) on wheels.
- Transporting trash carts (70-200 lbs.) on wheels.
- Climbing stairs.

**Working Environment and Physical Hazards:** Duties are performed in-house under controlled temperature, 99% of the time. Must follow proper procedures and safety standards when handling mechanical and electrical equipment. Must follow safety standards in dealing with sharps, infectious waste, chemicals and equipment. Must use proper body mechanics. Required to work on holidays, evenings and weekends.

**Professional Attire:** Employee must provide black pants, black socks, and black closed-toe footwear (such as tennis shoes). Uniform shirt will be provided.

**Equipment Used:** Broom and dustpan, mop and bucket, vacuum cleaners, ladders and other housekeeping related equipment.

The AEG Management OR, LLC Rose Quarter is an equal opportunity employer. We encourage all qualified individuals to apply for employment. If you require accommodations to complete the application, testing or interview process, please contact the Human Resources Department.

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