



HOUSEKEEPER

ROSS PLACE – VICTORIA, BC

RESPONSIBLE TO: MAINTENANCE MANAGER

JOB SUMMARY:

Ross Place is an all-inclusive senior's community in the heart of historic Victoria, BC. Our vibrant residence has been voted Best in the City for 3 years and offers 142 independent living suites and 40 Island Health subsidized assisted living suites. Ross Place is proudly owned and operated by VRS Communities Society, a local non-profit organization with a 50-year reputation of providing honest, inclusive services and housing.

Working directly with the Maintenance Manager, the **Housekeeper** will be responsible for a variety of duties, which includes, but not limited to the following:

- Maintains a safe, clean environment in the common areas and suites through general housekeeping duties;
- Responds to resident / building emergencies as needed;
- Performs other related duties as required, such as laundry.

Skills & Abilities:

- Must be able to operate related equipment;
- Able to effectively communicate both verbally and in writing;
- Able to deal with people sensitively, tactfully, diplomatically, and professionally at all times;
- Organizational skills and the ability to multi-task;
- Strong work ethic and positive team attitude;
- Strong attention to detail and troubleshooting skills.

Special Requirements:

- Previous housekeeping experience is preferred but not mandatory;
- Ability to respond to emergency situations (as per VRS policies and procedures);
- Ability to work independently with minimal supervision;
- Must be in good physical and mental health;
- Must consent to a Criminal Record Check (CRC) for working with Vulnerable Adults;
- Medical Clearance (TB test);
- Current WHMIS Certification;
- Adheres to Infection Control Practices;
- Must be fully vaccinated against COVID. Proof of vaccination is required upon hire.

Schedule:

8:00am - 4:00pm between Monday to Sunday

Benefits:

- On-site parking
- RRSP
- Dental & Vision care
- Sick time accumulation

Job Type: Full-Time

All applicants must be fully vaccinated against COVID-19.

