

Room Attendant

Coast Discovery Inn

Job ID
48326

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LOCATION	DATE POSTED	EXPIRY DATE	
975 Shoppers Row, Campbell River, BC. V9W 2C4, Campbell River, BC, BC British Columbia	28-11-2025	23-11-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 21	Experience an asset	No degree, certificate or diploma

Job Details

Business Name: Coast Discovery Inn

Title: Room Attendant

Number of Available Positions: 1

Terms of Employment: Permanent, Full-Time (30-40 h/w)

Wage: \$21

Language of Work: English

Work Location: Campbell River, BC.

Company Profile:

Coast Discovery Inn is a welcoming hotel located in the heart of Campbell River, British Columbia, offering guests a perfect blend of comfort, convenience, and coastal charm. With a strong reputation for customer service, pet-friendly accommodations, and versatile business facilities, Coast Discovery Inn provides a comfortable and memorable experience for both business and leisure travelers visiting Vancouver Island.

We are searching for a detail-oriented Room Attendant to join our team. This role contributes to the overall success of the hotel by ensuring that the Coast Hotels cleanliness and hygiene standards are consistently met for all guest room and public areas of the Hotel. You will also be responsible for maintaining a positive work environment in the housekeeping area while maintaining high internal / external customer service standards.

Job Description

Job Duties and Responsibilities:

- Clean and maintain guest rooms, bathrooms, hallways, and public areas to ensure a clean, safe, and welcoming environment for guests, staff, and visitors.
- Strip and remake beds with fresh linens; replace towels, amenities, and in-room literature according to hotel standards.
- Dust, polish, and sanitize all surfaces including furniture, fixtures, mirrors, windows, doors, and walls.
- Clean and disinfect bathroom areas thoroughly, including showers, tubs, toilets, sinks, and exposed pipes.
- Vacuum carpets and upholstered furniture in guest rooms, hallways, and public spaces; mop and sanitize hard floor surfaces.
- Stock and maintain cleaning carts, linen closets, and supply rooms in a clean and organized manner, report inventory

shortages.

- Inspect guest rooms for maintenance issues, damage, or missing items, report problems to the appropriate department.
- Adhere strictly to health, safety, hygiene, and security standards including Coast Hotels' Occupational Health & Safety policies.
- Follow proper recycling, waste disposal, and eco-friendly housekeeping procedures.
- Provide courteous and helpful service to guests, respond to basic inquiries, and act as a positive ambassador of the hotel.
- Handle and report lost and found items in accordance with hotel policies.
- Collaborate with team members and supervisors to ensure timely readiness of rooms and smooth daily operations.
- Perform other related duties as assigned by management to support hotel operations.

Employment requirements:

- Secondary school diploma preferred.
- Previous professional cleaning or hotel housekeeping experience is an asset.
- Basic knowledge of general cleaning principles, use of cleaning products and operation of standard cleaning equipment.
- Physical fitness and dexterity.

Your Skills:

- Must have a great sense of cooperation and teamwork.
- Excellent guest/customer service skills.
- Good time management and organizational skills.
- Able to take direction and follow instructions, requirements, and regulations.

Contact information/how to apply:

Email resume to: Coastdiscoveryrecruits2025@gmail.com

As an equal opportunity employer, we encourage applications from all qualified individuals and specifically applicants from traditionally underrepresented groups – including Indigenous persons, vulnerable youth, newcomers, and persons with disabilities – who may contribute to the continued diversification of our organization.

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