Executive Housekeeper

Best Western - Hinton

Job ID
50875

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LOCATION	DATE POSTED	EXPIRY DATE
340 Smith Street, Hinton, AB | Alberta	24-07-2026	20-01-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 20.00	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Location: 340 Smith Street, Hinton, AB, T7V 2A1
Work location: On site
Salary: 20.00 hourly / 30 to 35 hours per week
Terms of employment: Permanent employment
Full time: Early morning, Evening, Morning, Night, Day, Weekend
Starts as soon as possible
Vacancies: 2 vacancies
Languages: English
Education: Secondary (high) school graduation certificate
Experience: 1 year to less than 2 years
On site: Work must be completed at the physical location. There is no option to work remotely.

Job Description

Tasks: Establish operational procedures, implement operational procedures preventing infection in special situations and outbreaks, Select and purchase equipment and supplies, Plan and co-ordinate activities of housekeeping supervisors and crews, Co-ordinate inspection of assigned areas, supervise staff, Co-ordinate contract services, ensure that safety standards and departmental policies are met, Supervise maintenance and repair services, Co-ordinate maintenance and repair services, Conduct performance evaluations and appraisals.
Personal suitability: Dependability, Efficient interpersonal skills, Flexibility, Organized, Team player
Employment groups: This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups:
Support for persons with disabilities: Participates in a government or community program or initiative that supports persons with disabilities
Support for newcomers and refugees: Participates in a government or community program or initiative that supports newcomers and/or refugees
Support for youths: Participates in a government or community program or initiative that supports youth employment
Support for Veterans: Participates in a government or community program or initiative that supports Veterans
Support for Indigenous people: Participates in a government or community program or initiative that supports Indigenous people

Support for mature workers: Participates in a government or community program or initiative that supports mature workers, Offers phased retirement options that allow mature workers to gradually reduce their workload (for example: flexible or reduced work hours, part time employment, project-based or seasonal work, etc.)
Supports for visible minorities: Participates in a government or community program or initiative that supports members of visible minorities, applies hiring policies that discourage discrimination against members of visible minorities (for example: anonymizing the hiring process, etc.)
You can apply if you are:
a Canadian citizen
a permanent resident of Canada
a temporary resident of Canada with a valid work permit
Do not apply if you are not authorized to work in Canada. The employer will not respond to your application.
How to apply
By email
resumes@phihotelgroup.com
By mail
340 Smith Street, Hinton, AB, T7V 2A1

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