



LANGLEY LIONS HOUSING SOCIETY

5464 203RD STREET LANGLEY, BC V3A 0A4 PH 604.530.7171 F 604.530.7104

Housekeeping and Hospitality

(Multi Service Worker, MSW)

The fundamental function of all LLHS staff is to promote optimal quality of life for our residents, who require support to continue to live independently, with dignity, respect and the right to personal choice.

Summary: Under the direction of the CEO or appointed supervisor delivers housekeeping, laundry and food service to the residents of the housing society.

Responsibilities:

1. Housekeeping: cleans, washes and disinfects common areas (interior, exterior and units). Using manual and power equipment or tools includes sweeping, wet mopping, vacuuming, dusting, polishing, shampooing, washing walls, windows, bathrooms, kitchen (common or private) entrance ways and sidewalks.
2. Laundry: washes, dries, and fold laundry such as linens, towels, uniforms and personal laundry.
3. food service: setting up dining areas, serving food and beverages, cleans up after meals or functions. Makes coffee, tea and prepare milk, water.
4. In accordance with the health department maintains standards in cleanliness and sanitation for food safety when preparing and storing foods.
5. Cleans and maintains all equipment and tools and reports any unsafe or faulty equipment, appliances, small wares, fixture or furniture to supervisor.
6. Performs cleaning duties such as cleaning food preparation equipment, sweeping, mopping floors, cleaning sinks and counters, kitchen and storage areas such as walls, ovens, removing garbage.
7. Washes, scrubs and rinses pots/pans, dishes and utensils by hand or dishwasher.
8. Report any changes of tenant behaviour to CEO or supervisor.
9. Performs other related duties as assigned by supervisor.

Qualifications:

Foodsafe certificate

WHIMIS certification

Related work experience

Skills and abilities:

Communicate clearly, verbally and in writing

Carries out responsibilities with minimal supervision through proper planning and organization

Works well with others in a team environment

Understands philosophy and vision of the society as an affordable housing provider

Demonstrates diplomacy, empathy, patience and tact when working with residents and staff

To apply for the position, send your cover letter and resume to CoriM@LLHS.ca