



**Gold Country Casino  
Tyme Maidu Tribe-Berry Creek Rancheria  
Job Description**

**Job Title:** Housekeeper  
**Department:** Maintenance  
**Reports to:** Facilities Manager  
**Status:** Non-exempt  
**Approved by:**  
**Approved on:**

**SUMMARY:**

Responsible for all housekeeping tasks assigned in and around the Casino.

**JOB DUTIES:**

- Responsible for cleaning all aspects of the Casino all the time.
- Ability to lift up to 75 pounds regularly, including carrying hand-held equipment.
- Ability to perform strenuous lifting, bending, kneeling, reaching and climbing
  
- Ability to lift and move tables and chairs according to supervisors instruction
- Ability to work on your feet throughout entire shift.
- Must be able to work in a smoke filled environment, and work with cleaning chemicals.
- Customer Service skills are mandatory
- Ability and willingness to work as part of a team
- Ability to work unsupervised and complete tasks assigned according to set standards
- Willingness to take direction and maintain a positive attitude
- Must have a strong work ethic and excellent work attendance history
- Must be able to work in a fast-paced, high noise level environment
- Must be able to work any shift scheduled
- Other duties as assigned by supervisors

**QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge,

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and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must pass initial drug screening, background investigation, random drug tests and credit check.

**Education and/or Experience:**

High School diploma or GED equivalent required and at least one year of work experience preferred.

Minimum of one year experience in mechanics and must be able to read blueprints.

**Special Qualifications:**

Experience and knowledge of general landscaping and care of such

General experience and handling of power tools.

Strong organizational and interpersonal skills required

**Language Skills:**

Ability to read and interpret documents such as safety rules, operating and maintenance instruction, and procedure and technical manuals.

**Mathematical Skills:**

Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

**Reasoning Ability:**

Ability to define problems, collect data, establish facts, and draw valid conclusions.

Ability to interpret an extensive variety of technical instructions, both oral and written

Must be able to work with minimum of supervision.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to use hands to finger coordination, handle, or feel objects, tools, or controls: reach with hands and arms; and talk or hear. The employee frequently is required to stand; walk, climb or balance; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit.

The employee must regularly lift and/or move up to 50 pounds. Must be able to handle heavier objects by other means. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of his job, the employee regularly works near moving mechanical parts and is regularly exposed to risk of dust and toxic materials. The employee works in outside weather conditions and is occasionally exposed to extreme heat and cold. When inside the casino, employee must be able to tolerate cigarette smoke. The noise level in the work environment is usually moderate.

**Native American Preference**