



## Housekeeping #11

**Permanent | Part time (0.2 EFT) | Afternoons (1115-1930)**

Reporting to the Resident Care Managers, the Housekeeping Assistant is responsible for all housekeeping activities related to providing a clean, healthful and sanitary condition conducive to the welfare and care of the residents and tenants of Donwood.

### QUALIFICATIONS

- ❖ Grade 12 education, Manitoba standards, required;
- ❖ Preference for prior housekeeping experience in the healthcare or hospitality services;
- ❖ Excellent command of the English language (both oral and written); 2<sup>nd</sup> language an asset;
- ❖ Physically able to meet the expectations about the position
- ❖ General skills and abilities relevant to duties of the position;
- ❖ Ability to follow directions promptly and efficiently;
- ❖ Ability to work cooperatively and collaboratively with team members;
- ❖ Ability to relate well to the elderly.

### SCOPE OF RESPONSIBILITY

- ❖ Provides a clean environment in accordance with department's and Donwood Manor's philosophy, regulations, standards, policies, and procedures;
- ❖ Demonstrates diligence and thoroughness with minimal direct supervision;
- ❖ Performs duties related to assigned housekeeping position;
- ❖ Responsible for reading policy and procedures, disaster manual, WHMIS manual and understanding specific responsibilities;
- ❖ Adheres to principles of safety and sanitation.

Disability accommodations are available upon request during the assessment and selection process.

As a condition of employment, a current Criminal Record Certificate and an Adult Abuse Registry is required within three weeks of hire date.

**Submit resume to:** Human Resources at [Career@donwoodmanor.org](mailto:Career@donwoodmanor.org)

**Closing date: 0900 hours on Friday, October 10, 2025**

Oct. 3, 2025