

Position: House Keeping Lead**Location: YMCA OF MIDDLETOWN**, 81 Highland Avenue, Middletown, NY 10940**Job Description**

This position will act as an assistant supervisor within the housekeeping department and work alongside of the housekeeping staff. This Housekeeping Lead is responsible for maintaining a clean, welcoming, and safe environment within the YMCA of Middletown. Must possess two years of prior experience in in housekeeping, routine maintenance, and the application and safe handling of chemicals is preferred. Prior supervisory experience is required.

Qualifications

- Must be highly motivated, energetic, and effective to lead others.
- Must be extremely organized with strong attention to detail, accuracy and able to meet deadlines.
- Excellent interpersonal, leadership and training skills.
- Ability to be flexible and work variable shifts that include weekends, holidays, and nights.
- Ability to work independently and be self-directed and motivated.
- A quick learner able to handle multiple tasks with frequent interruptions.
- Ability to work cooperatively with people from diverse backgrounds and cultures.
- Ability to exemplify qualities of patience, kindness, integrity, accountability, teamwork and professionalism.
- Possess excellent customer service skills.
- Bilingual a plus.

Essential Functions:

Regularly demonstrate sound leadership skills, enthusiasm towards work assignments, and desire to train and lead new employees from diverse backgrounds. Lead by example.

- Assist Housekeeping Coordinator in identifying opportunities to improve cleaning processes.
- Ordering of housekeeping supplies
- Clean restrooms (toilets, sinks, counters, floors & mirrors)
- Check and fill toilet tissue and soaps in locker rooms and restrooms
- Mop floors if excess water in locker rooms or hallways
- Sweep and dust stair case and other areas
- Gather and empty trash in the facility
- Maintain clear walkways and garbage on the Y grounds; keep clear of trash and seasonal snow removal
Perform all other duties as assigned

Physical Requirements:

Must have the physical ability to stand and walk for extensive periods of time as well as the ability to lift weights of up to 50 pounds. This position requires bending, leaning, reaching, kneeling and the handling of chemicals used in routine cleaning.

Pay Rate:

\$13-\$15/Hour

Submit Application/Resumé to:

Josette Cosme**Member Services Lead****YMCA OF MIDDLETOWN**

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