

I. Position

Houseperson (Custodian) (3.7)

II. Related Titles

Janitor; Cleaning Person; Custodian

III. Essential Functions

Clean all club facilities.

IV. Additional Responsibilities

1. Dusts rooms and furniture
2. Cleans bathrooms
3. Vacuums carpets and mops floors
4. Sweeps patio area and dusts patio furniture
5. Empties all wastebaskets and ashtrays
6. Disinfects telephones
7. Buffs floors
8. Cleans and polishes brass
9. Washes inside and outside of windows
10. Shampoos carpets
11. Reports any damage, burned out light bulbs and plumbing problems to the maintenance or housekeeping department

V. Reports to

Executive Housekeeper

VI. Supervises

No supervisory duties are included in this position