



Housekeeper

Wutabon, Inc. is an immigrant workforce platform which provides employment pathways alongside integrated social services to support employees' personal and professional growth. Wutabon is a subsidiary of QARI (Quincy Asian Resources, Inc.), a not-for-profit immigrant social service organization founded in Quincy, MA in 2001. QARI and Wutabon partner with world renowned employers in Massachusetts, Rhode Island, and New York City to help support immigrant employees and their families to access sustainable employment pathways and a broad range of services, including adult education (English and Citizenship classes), health and wellness programs, youth programs, and wraparound family support.

Wutabon is looking for enthusiastic team players to join our team as Housekeeper at a hotel partner site, with opportunities in Brookline, Needham, Arlington, MA and Soho, New York City. Full and part-time opportunities are available.

FLSA Status: Non-Exempt

Hours/Week Category: Full Time/Part Time

Reports To: Wutabon Operations Manager/Executive Housekeeper

Key Responsibilities

- Responsible for the cleanliness of guest rooms, hallways and public areas in the hotel.
- Responsible for servicing guest rooms daily in accordance with hotel procedures.
- Responsible for stocking a cart with room supplies, replacing bed linens and replenishing guest room supplies.
- Obtains list of vacant rooms which need to be cleaned immediately and list of prospective checkouts in order to prepare work assignments.
- Perform other duties as assigned or needed.

Skills & Qualifications:

- Ability to effectively communicate information and respond to questions from groups of managers, coworkers, vendors and customers.
- Ability to always stay composed and professional.
- Willing to undergo background checks and drug screening.
- Availability to work a flexible schedule/shift/work area, including weekends, nights, and/or holidays.



Physical Requirements:

- Must have the ability to bend, stoop, lift and walk for an extended period of time.
- Ability to move, lift, carry, push, pull and place objects weighing to 50 pounds without assistance.

QARI/Wutabon, Inc. is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

For applicants via Indeed: If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

Interested applicants should submit their cover letter and resume to Human Resources at hr@wutabon.com.