



## Housekeeping

Housekeeping staff are responsible for maintaining the cleanliness and appearance of the Gorge Harbour Marina Resort and providing customers with quality service in a timely and friendly manner. Housekeepers promote a positive image of the Gorge Harbour and must be pleasant, friendly, and able to address special requests and/or problems from our guests.

Nestled on Cortes Island, British Columbia, Gorge Harbour Marina Resort provides premier moorage services for adventurers exploring the Discovery Islands and Desolation Sound. Our resort offers a range of accommodations including Lodge and Cottage options, alongside RV Park, Camping, and Glamping Domes. With onsite amenities such as a Food Truck, General Store, Laundry Facilities, and Automobile Gas services, guests enjoy convenience and comfort throughout their stay. Proudly owned and managed by the Qathen Xwegus Management Corporation (QXMC), a business development corporation of the Klahoose First Nation, we blend exceptional service with cultural stewardship.

### KEY ACCOUNTABILITIES

#### Essential Functions and Responsibilities:

- Greeting and interacting with guests in a sincere and friendly manner
- Providing housekeeping service such as cleaning and renewing vacated guest rooms and accommodations in a timely manner.
- Cleaning and maintaining the appearance of the public areas such as washrooms, laundry facility and front office.
- Washing, drying, folding, and organizing linens.
- Delivering services such as changing sheets or replacing used towels and toiletries to guest rooms upon request.
- Transporting garbage and recycling and depositing it into the appropriate containers.
- Reports any maintenance problems in guest rooms or public areas to Housekeeping Supervisor.
- Is familiar with and has a good understanding of all Policies, Procedures and Occupational Health & Safety practices.
- Able and willing to perform any other duties as required.
- Actively contribute to improving resort operations and processes, including emergency protocol, organizational safety standards, and environmental sustainability efforts.

#### Job Requirements/Qualifications:

- Maintain effective communication with guests and team members. Listen to guests' issues or problems, find solutions and work in partnership with the rest of the Housekeeping and Accommodation team.
- While performing the duties of this job, the Housekeeper is regularly required to stand; walk; use hands to touch, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, crawl; talk and hear; lift, use stairs and move up to 50 pounds.
- Must have stamina as Housekeeping is a very physical job.
- Housekeepers must have vision abilities required by this job to include short distance vision and long-distance vision.





- Housekeepers may be exposed to hazardous cleaning materials. Proper PPE and training provided.

**WHAT WE OFFER:**

- A foot in the door to an employer who can offer a variety of positions not only within Gorge Harbour Marina Resort.
- Discounted food
- An opportunity to work with a great team in a professional and fun environment.

**Job Application Process:**

To apply for this position, please send your resume and a cover letter detailing your relevant experience to [team@gorgeharbour.com](mailto:team@gorgeharbour.com).



**QATHEN XWEGUS**  
MANAGEMENT CORPORATION