

## Housekeeping Manager – Aurum Lodge

**Location:** Aurum Lodge, Nordegg, AB

**Position:** Housekeeping Manager

**Job Type:** Full-time

### About Us

Aurum Lodge, located near the stunning Abraham Lake in the Canadian Rockies, offers a unique and tranquil retreat for guests seeking nature, comfort, and sustainability. We take pride in maintaining high cleanliness standards to provide an exceptional guest experience in a serene mountain setting.

We are looking for a **dedicated and detail-oriented Housekeeping Manager** to lead our housekeeping team. This role is ideal for someone with a strong work ethic, leadership skills, and a passion for creating a welcoming and spotless environment for our guests.

### Key Responsibilities

- Oversee all housekeeping operations to ensure rooms and common areas meet cleanliness and quality standards.
- Train, supervise, and support housekeeping staff to maintain efficiency and attention to detail.
- Schedule housekeeping shifts and manage workload to ensure smooth daily operations.
- Conduct regular inspections of rooms and public spaces to ensure high standards are met.
- Monitor inventory of cleaning supplies, linens, and guest amenities, placing orders as needed.
- Assist in hands-on cleaning duties when required, especially during peak times.
- Handle guest requests and concerns related to housekeeping promptly and professionally.
- Ensure compliance with health, safety, and hygiene regulations.
- Work closely with the front desk and maintenance teams to coordinate guest room availability and upkeep.

### Qualifications & Skills

- Previous housekeeping experience, preferably in a lodge, hotel, or hospitality setting.
- Leadership or supervisory experience is an asset.
- Strong organizational and time management skills.
- Attention to detail and commitment to cleanliness.
- Ability to work both independently and as part of a team.
- Good communication skills and a positive attitude.
- Physically capable of standing, lifting, and performing cleaning tasks.

## **Why Join Us?**

- Competitive salary based on experience.
- Work in a beautiful and peaceful **Rocky Mountain lodge setting**.
- Supportive and friendly work environment.
- Opportunity to lead a team and make a meaningful impact on guest experiences.

If you take pride in cleanliness and enjoy working in a **scenic, nature-focused environment**, apply today!