



Job Title:	Laundry Attendant	Department:	Housekeeping
Location:	Columbus, GA		
Position Type:	Full Time/Part Time		
HR Contact:	Kelli Nelson	Date Posted:	

Overview:

Provide laundry service for Valley Hospitality Hotels and ensure linens are cleaned and dried in a timely manner.

RESPONSIBILITIES AND REQUIREMENTS:

- Separate, wash, dry, and fold all hotel towels/linens.
- Operate and monitor washers/dryers.
- Maintain a high standard of linen cleanliness along with a clean and organized workspace.
- Administer cleaning agents to laundry according to product specifications.
- Inspect linens and record any damaged or stained items.
- Assist with linen inventory.
- Help guests with linen exchanges and questions.
- Must be neat in appearance and wear uniform provided by the company.
- Maintain a friendly and courteous demeanor to guests.
- Attend meetings/trainings required by management.
- May be required to work nights, weekends, and holidays.
- Perform other duties as assigned by management.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- High school diploma or GED preferred.
- Must be 18+ years old.
- Must be familiar with cleaning products and equipment.
- Able to work independently and follow instructions regarding priorities of tasks or functions.
- Must pass a background check.

PHYSICAL REQUIREMENTS

- Must be able to stand for long periods of time, along with walking, reaching, stooping, bending, and kneeling frequently.
- Able to lift, carry, push, and pull up to 50 lbs.

DISCLAIMER:

The job description is not an exhaustive list of all functions the employee may be required to perform. Valley Hospitality reserves the right to revise the job description at any time. This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship.

Reviewed By:		Date:	
Approved By:	Name	Date:	Date
Last Updated By:	Kristi Hargraves	Date:	3/2/2022