

NOW HIRING

Housekeeper &
Front Desk



Royal
Plaza Inn
Indio, Ca.

JOB DUTIES/REQUIREMENTS

- Bilingual: English/Spanish
- Experienced & Motivated
- Honest & Dependable
- Clean Common Areas
- Answer Guest Requests
- Clean Bathrooms
- Dusting Rooms
- Attention to Detail
- Prepare Cart
- Stripping Rooms
- Gather and Empty Trash
- Make Up Beds
- Handover Lost and Found Articles
- Other Duties as Assigned
- Greet guests
- Customer Service
- Answer all client questions
- Answer incoming calls
- Clerical Duties
- Maintain records and files

WORK SCHEDULE

Work schedule: 10am to 5pm
Hours per week: up to 40
Rate of pay: \$12 - \$14

APPLY HERE

Please email your resume to:
mrrocha@rivco.org



This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities. Please call 951.955.3100, 951.955.3744 TTY, CA Relay 711, or ADACoordinator@rivcoeda.org 5 to 7 days in advance.