

TEMPORARY EMPLOYMENT OPPORTUNITY

Date: April 3, 2021

Housekeeper

Title

Cabin Housekeeping

Functional Title

LOCATION: Blackwater Falls State Park

NUMBER OF POSITIONS: 4

DUTIES: Under direct supervision, entry work level requires the completion of routine custodial tasks and maintaining of cleaning and linen supply inventories at Blackwater Falls State Park. Duties are as follows, dusting chairs, tables and other furniture or equipment. Washes windows, walls and woodwork. Sweeps, mops and waxes floors. Gathers and disposes of refuse. Keeps bathrooms clean and supplied with lines and toilet tissue. Varnishes, shellacs and polishes furniture and brass. Gathers used bed linens and blankets, and makes beds. Sorts and folds linens and blankets. Keeps a record of linens and cleaning supplies used within a specific area or time period. May order supplies. May be required to work at the Lodge, Cabins, Laundry and or at any park facility.

SPECIAL REQUIREMENTS: Valid driver's license is preferred.

PHYSICAL EFFORT AND WORK ENVIRONMENT: Some heavy lifting may be required, as well as working in inclement weather. Employee may work in a variety of indoor and outdoor environments and weather conditions.

DATES OF EMPLOYMENT: April 3, 2021 through November 1, 2021

WAGE RATE: \$10.00/Hr.

TO APPLY: Send completed Application for Temporary Employment to the attention of the superintendent of the above listed recreation area.

The State of West Virginia is an Equal Opportunity Employer