Job Title: Housekeeping Attendant

Are you a housekeeping pro who's ready for a change?
Do you thrive working under tight deadlines and the satisfaction of a job well done?
If you answered "YES", then The Inn at Bay Fortune might be the right fit for you!

Under the direction of Chef Michael Smith and Chastity Smith, The Inn at Bay Fortune is home to a five-star inn and culinary experience hosting up to 68 guests at our nightly *FireWorks Feast* from May to October every year. Between our two historic properties nestled along the Fortune River, 21 luxury, country-style guest rooms patiently await the guests' return from the nightly *Feast.* Our band of merry Housekeepers work tirelessly each day to ensure that every sink is sanitized, every floor is scrubbed, and every pillow is fluffed to perfection before guests check in. We take pride in our hospitality standards, and the reviews from our guests speak for themselves.

Job details
- **NOC Code:** 65310
- **Job Location:** Fortune, Prince Edward Island
- **Work Conditions:** Country inn with two multi-storey buildings and a combination of indoor and outdoor staircases, no elevators. Air-conditioned rooms and lobbies.
- **Work Term:** Full-time seasonal (May-November 2026)
- **Schedule:** Day shifts, 6-8 hours per day, 5 days per week, with paid breaks.
- **Starting Salary**: $17.00-$20.00 per hour, based on experience.
- **Health Benefits**: 50% employer paid: Life Insurance, Health Insurance, AD&D, Critical Illness, Extended Health Insurance, Dental & Vision Care, available after your first season of employment.
- **Other Benefits:** 4% vacation pay. Complimentary staff meals every day during your working hours. Two passes to the *FireWorks Feast* annually for you and a guest.
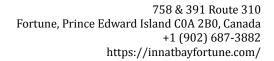
Responsibilities
Reporting to the Executive Housekeeper and Housekeeping Supervisor, you will:

1. Clean, tidy, and sanitize the rooms after guests have checked out.
2. Ensure our five-star standards for cleanliness and hospitality are met when interacting with others and tidying guest spaces.
3. Change linens in the guest rooms and replenish supplies such as soap and shampoo.
4. Stage the guest rooms before check-in according to staging directions.
5. Clean and tidy common areas, including restaurant & staff bathrooms, the Administrative Office, the dining room, and the lobbies.
6. Assist with processing laundry.
7. Collaborate with other team members to ensure the daily checklists are completed on-time.

Qualifications
Education & Experience
- WHMIS certification, if not already achieved, will be provided by the Company.

- Experience working in similar housekeeping roles is an asset.
- On-the-job training will be provided.

Skills/Success Factors

The ideal Housekeeping Attendant…

- Communicates with others in a positive and professional manner.
- Is punctual, good at time management, and works with a sense of urgency and focus.
- Demonstrates an eagerness to learn and work hard.
- Can follow a checklist and take direction from supervisors with ease.
- Is comfortable working alone or in teams of two.
- Is able to stand and walk for long periods, carry laundry baskets and cleaning equipment up and down stairs.

How to Apply

Please send your resume and cover letter by email to **careers@innatbayfortune.com**.

Our Recruitment team reviews each application carefully, and we will reach out to you by phone or email if we are interested in your application.

Diversity, Equity, Inclusion, and Accommodation

The Inn at Bay Fortune is committed to fostering an inclusive workplace where everyone is treated with respect and dignity. We hire the most qualified candidates regardless of race, creed, colour, age, sex, national or ethnic origin, religion, sexual orientation, gender identity or expression, marital status, disability, or other characteristics.

If you require accommodation for any part of this hiring process, please send your **confidential** request to the email above.

Thank you for considering this opportunity, we'd love to receive your application!