

# Shocco Springs Baptist Conference Center, Inc.

## Lodging Services Worker (Part Time)

Lodging Services Team

Reports to Housekeeping/Laundry Coordinator

### Job Summary

The general responsibility of the Lodging Services Worker will be to maintain cleanliness of all areas of Shocco Springs, and to assist with the daily operations of the laundry facilities. This position will ensure that the facilities and services provided for the guests are of the highest service and hospitality standards possible.

### Summary of Essential Job Functions

- Perform general housekeeping duties in all facilities of Shocco Springs according to current housekeeping procedures.
- Perform general laundry duties according to current laundry procedures.
- Always make Guest needs and convenience your number one priority.
- Make safety a way of life. Help eliminate any and all hazards to our Guests, employees, and properties.
- Practice and promote energy conservation.
- Accept all miscellaneous assignments from supervisor.

### Job Requirements

#### Spiritual

- In all aspects of personal, professional and spiritual life, exemplify Christ-like standards.

#### Job Related

- Experience in general housekeeping/laundry procedures preferred.
- Ability to communicate adeptly with guests, program personnel, and employees either audibly, verbally or written.
- Ability to organize, manage multiple tasks and details, and perform assigned duties in a pleasant and competent manner.
- Desire and ability to work in a conference center/camp setting to utilize skills for ministry.
- Cognitive ability to identify and provide for Guest and Employee related needs.

#### Physical

- Ability to stand, walk, bend, and completely extend arms in all directions a minimum of 40 hours weekly in order to perform general housekeeping duties.
- Ability or strength to lift, carry, and load items onto a platform up to 3' high and weighing up to 25 pounds.
- Ability to abstain from use of tobacco products, alcoholic beverages, and controlled substances.
- Physical ability to work at least 40 hours per week standing, folding linens, stocking shelves, cleaning tubs, mopping, making beds etc.

### Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

### At-Will Employment Statement

Employment and compensation are at-will, and therefore can be terminated, with or without cause, at any time without prior notice at the employee's option or SSBCC's option. This at-will relationship may not be modified by any oral or implied agreement, and that neither employee handbook, nor any course of conduct, practice, policy, award, promotion, performance evaluation, transfer, or length of service can modify this at-will relationship.