



## Hospitality Aide

<b>Location:</b>	120 Skyview Ranch Drive NE
<b>Employee Status:</b>	Part Time and Casual
<b>Reporting to:</b>	Support Services Manager
<b>Date Available:</b>	Immediately
<b>Application Closing Date:</b>	Open until suitable candidates are found
<b>Rate of Pay:</b>	To be commensurate with Qualifications and experience

Designed to improve quality of life, the Multi Generational Housing & Community Centre campus includes designated supportive living and long-term care spaces for seniors that promote mental, physical, social and spiritual well-being. Working with our care provider Park Place Senior's Living we are committed to best in class care for our residents and are looking for individuals to join our family. We have a great opportunity if you would like to work at our state of the art, inter-generational campus, and are committed to serving our residents with care and compassion.

## Position Summary

Park Place Seniors Living is currently looking for dedicated, motivated, and passionate individuals to join our team as Hospitality Aides, working at Multi Generational Housing & Community Centre.

## Duties and Responsibilities Include:

- Vacuums, dry mop and wet mops all floors.
- Cleans bathroom, commodes, lifts and other equipment as assigned.
- Performs daily, routine and terminal cleaning of resident rooms including disinfecting beds and turning/flipping mattresses, cleaning of windows and blinds/curtains.
- Strips, refinishes and polishes floors.
- Ensures housekeeping equipment is clean and reports any equipment needing repair to Housekeeping Supervisor and/or Maintenance.
- Understand and follows PPSL Infection Prevention and Control policies and procedures and Universal Precautions in handling body fluids.
- Identifies and reports risks to ensure the safety of residents, visitors and staff.
- Responsible for cleaning job duties and signing off on completed scheduled work as per site procedures.
- Assists residents in keeping their rooms neat and tidy.
- Checks and restocks housekeeping supplies. Reports to Support Services Manager when supplies are low.
- Assists with food preparation including washing, preparation and delivery of food and ware supplies.
- Assists in the receiving, distribution, storage and maintaining of stock and supplies.
- Assists residents as required, treating residents with dignity and demonstrates an attitude of caring.
- Performs the day-to-day food services activities related to the preparation and provision of meals to residents (this includes less complex food preparation as requested meal/nourishment service set-up and delivery).
- Performs the day-to-day food services activities related to the ware-washing of supplies, and cleaning of the kitchen, all dining areas and the food server.

- Keeps work areas clean, neat and tidy.
- Supports the equipment control system reporting all maintenance issues of food preparation and distribution equipment to the Cook.
- Performs other related duties as assigned.

**Essential Skills and Qualifications Include:**

- Grade 12 education.
- facility cleaning experience an asset.
- Ability to communicate effectively in English, both verbally and in writing.
- Ability to organize work.
- Ability to operate related equipment.
- Ability to work in teams collaboratively and communicate with others in a respectful manner.
- Physical ability to carry out the duties of the position.
- Ability to follow written and oral instructions, learn procedures and follow routine processes.

The successful applicant for this job posting must provide satisfactory proof, or have such proof on file, that they have received the COVID-19 vaccination and any required COVID-19 booster vaccination. This requirement shall be waived if the applicant has not received the vaccination due to any legislated protected human rights grounds. In such a case, and upon presentation of sufficient proof, Multi Generational Housing & Community Centre shall make reasonable attempts to accommodate the applicant to carry out their role where possible recognizing that the health and safety of other employees and residents will be a priority.

NOTE: In an effort to further protect our residents as well as other employees and volunteers, Multi Generational Housing & Community Centre requires all new employees to produce a clear Vulnerable Sector Search within 6 months prior to starting work.

**All interested applicants, should email resumes to: [hr@generationscalgary.com](mailto:hr@generationscalgary.com)**