



**Rosseau Lake
College**

We're Hiring: Housekeeper

*Permanent, Full-Time | 37.5 hours/week, \$19.50 - \$22.00 / hour depending on experience |
Housekeeping Department*

Rosseau Lake College is a leading private school where students, families, and alumni expect excellence at every turn. We're looking for a dedicated, detail-oriented Housekeeper to join our team and help us maintain the welcoming, well-kept campus our community relies on.

A BIG PERK: Accommodation & Meals Included

This role comes with on-campus accommodation and three meals a day available — a meaningful added value on top of your wage.

ABOUT THE ROLE

Reporting to the Operations Coordinator, you'll maintain a regular cleaning rotation of boarding houses and facilities across campus, following the schedule and direction provided by the Operations Coordinator, and flagging any damage or repairs to the houseparent or Operations Coordinator.

WHAT YOU'LL DO

- Perform a variety of cleaning activities such as vacuuming, sweeping, mopping, dusting, and wiping
- Ensure all rooms are cleaned and ready for use each day
- Check equipment and report any inadequacies
- Notify the Operations Coordinator of any damages
- Adhere to health and safety rules and procedures
- Support end-of-year cleaning and summer camp preparation
- Take part in major cleans of academic buildings (2–3 times a year) and the new school year deep clean, including organizing steam cleaning in dorms and classrooms before students return
- Help coordinate mattress cover and sheet changeovers (3–4 times a year) and laundry send-out

WHAT YOU BRING

- Excellent time management skills
- Patience and a positive, friendly attitude

- Strong teamwork and interpersonal skills
- Excellent organizational and verbal communication skills
- Ability to work independently or as part of a team
- Flexibility — occasional shift work and weekends may be required

WHY ROSSEAU LAKE COLLEGE

- On-campus accommodation and 3 meals a day available
- A close-knit, supportive Housekeeping team
- A beautiful lakeside campus setting
- Stable, permanent full-time hours

HOW TO APPLY

Qualified candidates are encouraged to apply and express their interest at careers@rosseaulakecollege.com.

Rosseau Lake College welcomes applications from all qualified individuals, including, but not limited to, women, persons with disabilities, visible minorities (racialized), Aboriginal (Indigenous) persons and persons of any gender identity and sexual orientation. Rosseau Lake is committed to a positive, supportive, and inclusive environment.

Rosseau Lake College is committed to providing accommodations for persons with disabilities. Please contact Michelle Archer at 705-732-4351 for further details or if you require any information in an alternate format.

***This is a general description and should not be construed as all-inclusive.**

Employee Acknowledgment:

_____ Name	_____ Signature	_____ Date
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Direct Report Acknowledgment:

_____ Name	_____ Signature	_____ Date
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