



## amber grace

101 Independence Lane NW, Mount Berry, GA 30149 • 706-842-2110  
[info@ambergrace.com](mailto:info@ambergrace.com) • [ambergrace.com](http://ambergrace.com)

### Housekeeper

**[LINK TO EMPLOYMENT APPLICATION BELOW](#)**

**Reports To:** Facilities Manager

---

#### Job Summary

- Maintain a clean, sanitary, respectful, safe, and welcoming environment throughout the Amber Grace campus to ensure the health, comfort, inclusivity, dignity, and well-being of Neighbors, staff, and visitors.
- 

#### Supervisory Responsibilities

- None
- 

#### Essential Duties and Responsibilities

##### Cleaning and Sanitation

- Clean and sanitize residential homes, common areas, restrooms, offices, and other campus facilities according to established schedules, infection-control protocols, and Amber Grace and state safety standards.
- Ensure bodily fluids are properly cleaned and disposed of using established safety standards.
- Perform routine cleaning tasks including sweeping, mopping, vacuuming, dusting, disinfecting surfaces, window cleaning, and trash removal.
- Assist with periodic deep cleaning, floor care, and special projects as assigned.
- Serve as the primary point of contact for all vendors related to housekeeping, janitorial services, cleaning supplies, and sanitation products, and coordinate deliveries.

- Order and maintain cleaning supplies, coordinating vendor services, and communicating service needs or vendor concerns to the Facilities Manager to support efficient and compliant facility operations.
  - Monitor supply usage and recommend cost-effective purchasing and vendor solutions to the Facilities Manager.
  - Restock supplies such as toilet paper, paper towels, and cleaning products in areas as needed to ensure uninterrupted operations.
  - Report any maintenance issues or damages to the Facilities Manager.
  - Properly use, handle, and store cleaning chemicals, tools, and equipment in accordance with safety guidelines and manufacturer instructions.
  - Support setup and cleanup for events, meetings, and community activities as needed.
  - Participate in team meetings, required training, and Amber Grace community events.
- 

### **Qualifications and Requirements**

- High school diploma or GED and familiarity with individuals with Intellectual and Developmental Disabilities (IDD) preferred.
  - Previous housekeeping, custodial, or commercial cleaning experience preferred.
  - Experience coordinating vendors or ordering supplies preferred.
  - Knowledge of proper cleaning techniques, products, equipment, and infection-control practices.
  - Ability to follow written and verbal instructions, work independently, and manage time and priorities effectively.
  - Strong attention to detail and commitment to cleanliness, safety, and quality.
  - Effective communication skills and ability to interact respectfully with Neighbors, staff, vendors, and visitors.
  - Ability to lift, push, and pull up to 50 pounds.
  - Demonstrated care, compassion, patience, and professionalism when working with Neighbors and staff.
  - Commitment to protecting the confidentiality, dignity, and rights of Neighbors and staff.
- 

### **Employment Classification**

- **FLSA Status:** Non-Exempt
  - **Position Type:** Full-Time or Part-Time
- 

**TO APPLY FOR THIS POSITION PLEASE CLICK THIS LINK:**

**[HOUSEKEEPER](#)**

Or copy and paste this URL into your web browser:

<https://ambergrace.jotform.com/team/neighborlife-employment/program-mentor-application>

If you are unable to access or fill out the application online, please email [info@ambergrace.com](mailto:info@ambergrace.com) to request assistance.

Thank you for your interest in joining the Amber Grace Team!