



amber grace

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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.
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Supervisory Responsibilities

- None
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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.
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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.
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Employment Classification

- **FLSA Status:** Non-Exempt
 - **Position Type:** Full-Time or Part-Time
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TO APPLY FOR THIS POSITION PLEASE CLICK THIS LINK:

[HOUSEKEEPER](#)

Or copy and paste this URL into your web browser:

<https://form.jotform.com/260905425325151>

If you are unable to access or fill out the application online, please email info@ambergrace.com to request assistance.

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