

## Johnson Lake Resort

### Cabin Cleaner – Seasonal

#### Job Summary

The Cabin Cleaner is responsible for maintaining the cleanliness, presentation, and readiness of all guest accommodations at Johnson Lake Resort. This role is critical to the guest experience. A spotless, well-prepared cabin is often the first and most lasting impression a guest has of the resort. The Cabin Cleaner works closely with the Site Manager and is expected to complete turnovers efficiently, accurately, and to a consistently high standard.

This is a physical, hands-on role suited to an individual who takes pride in their work, is reliable, and can manage their time well to meet turnover deadlines. While the schedule will vary with occupancy, this position is essential to the resort's ability to accept back-to-back bookings and maintain its reputation.

#### Responsibilities

##### Cabin Turnover Cleaning

- Complete full cleaning of all cabin interiors between guest departures and new arrivals, to be finished by the confirmed check-in time.
- Strip and remake all beds with fresh linens, ensuring all bedding is free of stains, debris, or damage. Report damaged linens to the Site Manager.
- Clean all bathrooms (where available)
- Wash and sanitize all kitchen and dining surfaces, countertops, sinks, appliances, and cookware if provided.
- Sweep, mop, and/or vacuum all floor surfaces.
- Clean windows and windowsills.
- Remove all garbage and recyclables and replace garbage bags.
- Wipe down all furniture, shelving, light switches, door handles, and commonly touched surfaces.
- Check for and remove any items left behind by departing guests; deliver found items to the Site Manager for logging.
- Inspect all cabin furnishings, equipment, and fixtures for damage or missing items and report findings to the Site Manager before the next guest check-in.

##### Cabin Preparation & Presentation

- Ensure all cabins are set up in accordance with the resort's standard cabin configuration (furniture placement, welcome materials, supplies, etc.).
- Restock all consumable supplies in each cabin prior to guest arrival.





- Ensure each cabin has a complete, functional set of kitchen supplies, utensils, and any specified equipment.
- Confirm that all safety items are present and in place including fire extinguisher, smoke detector, carbon monoxide detector, first aid kit and emergency information sheet.
- Check that windows, screens, and doors open, close, and lock properly.
- Report any pest evidence, water damage, mould, structural concerns, or safety hazards to the Site Manager immediately.

### **Bathroom Cleaning (If Operational)**

- Clean and sanitize all toilets on a scheduled basis as directed by the Site Manager.
- Restock toilet paper and paper towel products and other supplies as provided.
- Inspect for plumbing issues, damage, or cleanliness concerns and report to the Site Manager.
- Ensures the toilets, sinks and showers are always presentable and sanitary when guests are on-site.

### **Laundry Management**

- Collect soiled linens from all cabins during turnover and manage the washing and drying cycle of the linens.
- Fold and store clean linens in an organized manner for easy access during future turnovers.
- Monitor linen inventory levels and notify the Site Manager when replacements are needed.

### **Inventory & Supplies**

- Monitor cleaning supply inventory and notify the Site Manager when restocking is required.
- Use cleaning products appropriately and avoid waste. Follow all product safety instructions.
- Return all cleaning equipment and supplies to the designated storage area after each shift.
- Report any broken, missing, or malfunctioning equipment to the Site Manager.

### **General**

- Maintain a professional and friendly demeanor when guests are present on the property.
- Communicate any guest feedback, concerns, or observations to the Site Manager.
- Assist the Site Manager with other housekeeping or light operational tasks as reasonably requested.
- Complete all work within the timeframes established to meet check-in deadlines.





## Requirements

- Previous experience in housekeeping, cleaning, or custodial work in a hotel, resort, motel, or similar accommodation setting.
- Ability to work independently and manage time effectively to meet turnover deadlines.
- Reliable, punctual, and detail-oriented with a strong work ethic.
- Physical ability to perform repetitive cleaning tasks including lifting, bending, and standing for extended periods.
- Ability to work flexible hours including weekends and short-notice turnover days.
- Valid BC driver's licence and reliable means of transportation to the resort.
- Experience living and working in a remote resort or cabin environment, preferred.
- Ability to identify and communicate basic maintenance issues (missing items, broken furniture, plumbing, electrical, structural), preferred.

## Working Conditions

- Work is performed primarily indoors in cabin and bathhouse environments, with some outdoor travel between buildings.
- The role involves sustained physical activity including lifting (up to 25 lbs), bending, kneeling, and repetitive motions.
- Shifts are primarily scheduled on turnover days which commonly fall on weekends to the Monday and statutory holidays during the resort season.
- Schedule may vary significantly week to week based on reservation volume.

**Wage:** \$25-30 based on experience

**Start Date:** Estimated start date May 15 – June 1, estimated season end date Sept 30

**To Apply:** [HR@simpcoresourcesgroup.com](mailto:HR@simpcoresourcesgroup.com)

**Closing Date:** When filled

