

Southwest Properties is currently seeking candidates to fill the full-time role of **Housekeeper** to work with a team that covers both our award-winning waterfront development, **Bishop's Landing** and **MAPLE**, our most recent 300-unit luxury rental property and Canada's Rental Development of the year.

This is a unique opportunity to be part of the changing real estate landscape in Halifax and be with individuals who are providing exceptional customer service in two of Halifax's premier buildings. Key duties include:

- Impeccably clean suites prior to and after a turnover, i.e. when residents move in or out; Ensure vacant suites are ready for showings and lease ready
- Clean and maintain all elements of common areas regularly including: hallways, lobbies, restrooms, corridors, elevators, stairways, pool and fitness areas as well as cleaning before and after events in meeting rooms and patios
- Clean rugs, carpets, upholstered furniture, and/or draperies, using vacuum cleaners and/or shampooers
- Sweep, scrub, using brooms, mops and/or powdered scrubbing and waxing machines; Dust and polish furniture and equipment.
- Sort clothing and other articles, load washing machines and iron and fold dried items.
- Remove debris from parking lots
- Power wash parking garage floor and clean carpeted grates once per year
- Ensure guest suite is always in good condition and ready for guests
- Seasonally provide light landscaping i.e. raking, garbage removal and water and weed plant boxes
- Day and evening shifts are required

As the successful candidate, you thrive in a fast paced and often demanding environment and are a proactive team player who has the ability to interact with a variety of clients. The ideal candidate possesses 2 to 3 years in a similar role, as well as a good technological ability.

If you are interested in this opportunity and in working for one of **Canada's Best Managed Companies with *Platinum status*** - please forward your resume and cover letter by July 27th, 2018 to

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