



Family Promise of Western New York

Job Title: Housekeeper

Status: Part Time, 12 hours/week

Wage: \$17/hour

Reports To: Shelter Manager

Family Promise of WNY is an emergency shelter for families experiencing homelessness in our community. The Housekeeper's role is to help support the program by maintaining a clean and comfortable environment in accordance with local, state and federal regulations. A successful candidate will have a strong eye for detail and a lot of initiative.

Duties

- Ensures shelter facility is clean in accordance with local, state and federal regulations, including kitchen, bathrooms, showers, common areas, offices, hallways and ceiling vents
- Complies with all safety and sanitization protocol
- Completes other duties as assigned by supervisor

Skills and other Qualifications

- Treats guests in a professional and compassionate manner
- Good character and judgement decisions, including displaying behavior appropriate to an employee who works in close contact with children
- Able to pass several background checks related to child safety and security
- Able to lift 25+lbs.

Agency Expectations

- Demonstrates knowledge of the program, mission and services of FPWNY
- Complies with all policies and procedures in Employee Handbook
- Is punctual and consistent in reporting for scheduled work shifts
- Complies with agency standards of conduct and professionalism
- Maintains client confidentiality
- Ability to work in an alcohol and drug free environment

Hours

- 3 days/week, shifts and hours negotiable

Compensation

- \$17.00/hour

To Apply: Go to <https://fpwny.org/jobs>