



Porter/Janitor

Job Summary:

The Porter is responsible for maintaining a clean and functional facility for the guests. In our quest to become the leader in the industry, it is paramount that this position provides superior service to the guests.

Responsibilities include but are not limited to:

- Cleans rooms, hallways, lobbies, lounges, rest rooms, and locker rooms and other work areas.
- Cleans rugs, carpets, upholstered furniture.
- Clean, sanitize and deodorize restrooms throughout the golf course and restaurant.
- Sweep and vacuum carpeting and floors using manual and power equipment.
- Dusts furniture and equipment.
- Washes walls, windows, door panels, and sills.
- Empties wastebaskets, and empties and cleans ashtrays and transports trash and waste to disposal area.
- Replenishes bathroom supplies.
- Keeps porter closet clean, organized and stocked.
- Adhere to all safety rules
- Performs special cleaning projects as assigned.
- Reports equipment malfunctions and job site hazards to the team leader/supervisor.

Position Requirements:

- Previous porter or janitorial experience preferred.
- Work independently in the absence of supervision.
- Takes pride in doing the best job possible.

Arroyo Trabuco Golf Club is an Equal Opportunity Employer