

**VACANCY: Bedmaker**

**DEPARTMENT OF RESIDENCE LIFE**

**Salary: \$12/hour**

**Volume: 10 – 25 hours per week**

***Note: This is a temporary, seasonal position, effective May 1 until August 24, 2018. Successful candidates must be available to work for this entire period. Reduced cost accommodation at Grey Nuns is available to successful candidates.***

Concordia's Grey Nuns Student Residence opens to the public each year for the summer season. An imposing heritage building with over 500 bedrooms, a leafy garden oasis and central downtown location it offers a unique destination for the budget-conscious traveler. Guests can stay for as little as one night, or as long as 3 months and the Summer Accommodation team is there to ensure they have a positive and fulfilling guest experience.

**PRIMARY RESPONSIBILITIES**

- Collect and distribute clean linens
- Make beds to the necessary standard
- Collect and bag dirty linens
- Sort and tidy linen stores
- Wash, dry and fold towels and other linens
- Re-arrange furniture
- Inspect rooms
- Act as runner/guest liaison for Front Desk during busy periods

**REQUIREMENTS**

- This is a physical job which requires the need to bend, lift and carry sometimes heavy loads.
- A sense of commitment, responsibility and a good eye for detail are essential.
- Ability to work without direct supervision and take initiative when needed.

The number of hours available varies from week to week depending on occupancy levels. Work can be scheduled during the day or the evening and can be fitted around classes or another job in most cases.

To apply for this role please send your CV with a covering letter answering the following questions:

**What interests you about this role? What makes you the ideal candidate?**

Email to: [sarah.caille@concordia.ca](mailto:sarah.caille@concordia.ca)

**Deadline: 5pm February 2<sup>nd</sup>, 2018**

Interviews will take place week commencing February 6<sup>th</sup>, 2018