

# TONGLEN LAKE

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## LODGE

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## **We are looking for motivated housekeepers to join our team!**

**Who we are:** Tonglen Lake Lodge is a small, upscale lodge located just minutes away from Denali National Park. We are a seasonally run operation (mid-May through mid-September) with an onsite cafe and guest accommodations that include 11 private cabins and 5 guest rooms. Our Artisan Café and beautiful grounds are open to the public each morning and draw local artisans, community members, and performers for special events. Our team includes 10-12 seasonal staff and a small year-round team. Tonglen is a unique and beautiful place to spend the summer.

### **Duties include:**

- Daily turn-over of guest cabins and rooms.
- Sweep, scrub, and mop floors.
- Vacuum and clean carpets, rugs, and draperies.
- Dust and clean furniture, fixtures, and fittings.
- Empty and clean trash containers, and dispose of trash in a sanitary manner.
- Clean sinks, mirrors, tubs and showers.
- Wipe down glass surfaces.
- Make up beds and change linens as required.
- Tidy up guest cabins and rooms.
- Feng Shui both indoor and outdoor public spaces.
- Wash windows as scheduled.
- Sort, wash, load, unload, and fold laundry.
- Iron and press clothing and linen.
- Operate mechanized cleaning equipment.
- Maintain all cleaning equipment and materials in a safe and sanitary working condition.
- Monitor and report necessary repairs and replacements.

### **Requirements:**

- Detail and deadline oriented with a strong work ethic.
- Must be able to work on a team (housekeepers work in pairs).
- Capable of organizing daily tasks in an efficient way.
- Ability to interact respectfully with coworkers, guests, and lodge visitors.
- Flexibility.
- Task-driven and able to anticipate what needs to be done.
- Positive attitude and interest in contributing talents and energy towards our operations.
- Physically capable of lifting/carrying 50 pounds, being on your feet for an eight-hour shift, walking up and down flights of stairs, pulling carts on slopes over gravel, and working outside in all kinds of weather.

If you are interested in joining our team in remote Alaska for a seasonal summer position, please apply! Email your resume to [lodge@tonglenlake.com](mailto:lodge@tonglenlake.com).