



Hidden Acres Housekeeper/Custodian

The housekeeper/custodian is responsible for the cleaning of facilities and reporting of any safety hazards to maintenance personnel. This is a full time (40+), hourly position and includes occasional weekend hours. The direct supervisor is the head of housekeeping. This is an “entry-level” position at Hidden Acres with potential for future additional responsibilities.

Daily Housekeeping/Custodian Responsibilities

- Take full responsibility for the cleaning and preparing of assigned areas, including, but not limited to:
 - Vacuuming, sweeping, and mopping floors
 - Cleaning toilets and showers
 - Making beds
 - Collecting and disposing of trash and cardboard, in appropriate areas
 - Restocking and keeping cleaning closet(s) organized
 - Notifying maintenance of any necessary repairs & following up to make sure they are completed
 - Setting up tables & chairs

Summer Camp

*Train, guide, and assist T3 counselors

*Work in snack and/or gift shop

Other Responsibilities

- Assist guests when necessary
- Operate floor machines
- Check and refill pop machines on a weekly basis
- Other tasks as assigned by supervisor or other camp director/supervisor

Qualifications

- A committed follower of Christ, in agreement with the [Hidden Acres Statement of Faith](#)
- Ability to work well independently and as part of a team
- Able to manage time effectively
- Ability to lift at least 25 pounds, lay down on floor to check under beds, and move furniture (in order to clean underneath)
- Ability to stand and move for long periods of time
- Personable and able to communicate with guests and staff of various personalities, ages, backgrounds, etc.
- Organized and capable of balancing multiple projects at once
- Passionate about serving others

Benefits

- Hourly Wage
- Paid Time Off with additional time at Thanksgiving, Christmas and Easter
- 403(b) retirement account
- 403(b) retirement account matching (3% after first year of employment)
- Meals in the Dining Hall whenever served (daily staff lunch, most weekend meals)
- Staff discount on store items
- Children attend Summer Camp for free
- Housing is **NOT** provided

Interested applicants should email a resume and cover letter to judy.swanson@hacamps.org and fill out the paper form or online application at www.hacamps.org/employment.