

# WILSHIRE METRO WORK SOURCE CENTER

## Employment Recruitment

### The Biltmore Hotel

**Job Title:** Room attendant

**Location:** Downtown Los Angeles

**Openings:** 5

**Hours per week:** 40 + Overtime

**Shift:** Mon-Sat.8am.-4pm, Sun.9am.-5pm,Evenings 3pm-11pm

**Salary:** \$11.18 after 3 months \$13.97

**Benefits:** After 6 months

**Start Date:** ASAP

**Qualifications:** .

**Requirements:**

- Clear criminal background
- Basic English both verbal and written skills
- Working knowledge of applicable sanitation standards.
- Must be able to stand for periods of 4 hours at a time.
- Must be able to lift 50 lbs. on a regular basis.
- Must be able to push and pull carts weighing up to 250 lbs. on a regular basis
- Must be able to bend, stoop, squat and stretch to fulfill cleaning needs.
- Must be able to exert well-paced mobility to reach different floors of the hotel on a timely basis in limited space.

**Additional requirements:**

- Perform job functions with attention to detail, speed and accuracy.
- Prioritize and organize.
- Be able to remain calm and resolve problems using good judgment
- Follow directions thoroughly
- Understand guest's service needs
- Work cohesively with co-workers.
- Prior hospitality experience a plus

To be considered for this position you must meet the qualifications & email resume with dates of work history showing months & years to: [cvelie@commuitycareer.org](mailto:cvelie@commuitycareer.org)

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**Interested applicants must complete W.I.A. enrollment form & requirements. Items needed:**

Valid CA ID/License Social Security Card, or if not a US citizen, Right-to-Work documents (Valid US Passport, or Alien Card); Selective Services (CCD, linc./verify); Unemployment Insurance Documents (EDD); Lay-off WARN Notice (if applicable)

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*Funded by the City and County of Los Angeles WIB in partnership with the Employment Development Department*

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

To ensure availability, your request should be received

at least 5 business days in advance of the need. TTY 213-368-0047, Phone 213-365-9829, Fax 213-365-9839.

