

# Housekeeper

## Job Details

<b>What Is The Job Title?</b>	Housekeeper
<b>Job Order Number</b>	428594
<b>Created On</b>	December 11, 2019
<b>Updated On</b>	December 11, 2019
<b>What Date Do You Want This Job Made Public?</b>	January 01, 2020
<b>How Many Years Of Experience Are Required For This Job?</b>	3 months
<b>Required Education Level</b>	Some High School or less
<b>What Is The Minimum Educational Functioning Level Required For This Position?</b>	Beginning Basic Education
<b>If You Prefer To Only Have Those With A Work Ready! Certificate Referred To Your Job Opening, Please Indicate The Minimum Level Preferred.</b>	
<b>Is this position an Internship/Externship?</b>	No
<b>Day shift?</b>	Yes
<b>Evening shift?</b>	No
<b>Night shift?</b>	No
<b>Rotating shift?</b>	No
<b>Split shift?</b>	No
<b>Multiple shifts available?</b>	No
<b>Are There Other Shift Schedules For This Job?</b>	No
<b>Is This Job Part Time Or Full Time?</b>	Full-time
<b>Is This Job Temporary Or Permanent?</b>	Temporary
<b>Average Hours Per Week</b>	40
<b>Is overtime available</b>	No
<b>Is overtime required</b>	No
<b>Is this job an Affirmative Action job?</b>	No
<b>Is this a green job?</b>	No
<b>Is there a formal program for training new employees?</b>	No
<b>Is your company a Registered Apprenticeship sponsor?</b>	No
<b>Is travel required for this job?</b>	No
<b>Is driving an essential function of this job?</b>	Yes
<b>Does This Job Have Driver's License Requirements?</b>	No
<b>If this position requires a commercial driver's license, please indicate any endorsements that are required.</b>	

## Pay Type and Salary

<b>How Are Wages Paid For This Position?</b>	Hourly
<b>Minimum Starting Wage Or Salary</b>	\$12.34

**Maximum Starting Wage Or Salary**

\$12.34

**Salary Other Explanation**

NONE

## Job Description

The New Gen Technologies & Management Inc. is hiring 25 HOUSEKEEPERS to work Temporary Full time from April 1, 2020 to December 20, 2020. Worksite: in South Portland Maine. We offer a 40-hour work week seven (7) days per week, weekends and holidays, also late evenings when necessary. Wages \$12.34 per hour Overtime rate \$18.51. Ability to clean 15 to 20 units per day when needed. Shift: 8am to 4pm, Must be able to pick up shifts on a same day notice when needed. No minimum education requires. Three Months (3) experience required. Duties include: CLEAN ROOMS FOR NEXT CLIENT, MAINTAIN THE ROOMS IN PERFECT APPEARANCE EMPTY WASTEBASKETS CARRY LINENS, TOWELS, TOILET ITEMS AND CLEANING SUPPLIES USING WHEELED CARTS -DUST AND POLISH FURNITURE. Lodging/board is available for rent. employer will use a single workweek as its standard for computing wages due. Weekly cost of rent is \$100.00, including utilities. If employee chooses to accept New Gen 's lodging \$100.00 will be deducted from the worker's paycheck weekly to cover the cost of rent Workers will be paid weekly, on Friday. All deductions from the worker's paycheck required by law will be made. The employer will provide workers at no charge all tools, supplies, and equipment required to perform the job. Employer will reimburse the H-2B workers in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by the government incurred by the H-2B worker (but need not include passport expenses or other charges primarily for the benefit of the worker. Transportation (including meals and, to the extent necessary, lodging), to the place of employment will be provided, or its cost to workers reimbursed, if the worker completes half of the employment period. Employer agrees to reimburse inbound transportation and subsistence expenses (subsistence is \$12.46 per day minimum, without receipts, to a maximum of \$55.00 per day, with receipts) from the place from which the worker has come to work for the employer, whether in the US or abroad, to the place of employment. Return transportation and subsistence will be provided if the worker completes the employment period or is dismissed early by the employer. Interested, qualified applicants may mail resume to New Gen Technologies & Management Inc. Attn: Suresh Gali 675 Main Street, South Portland ME 04106 or Email: jobs@ngtminc.com or inquire at the Greater Portland Career Center •Address: 151 Jetport Blvd, Portland, ME 04102• Phone: (207) 822-3300 or Toll Free: 877-594-5627• Fax: (207) 822-0221 TTY users call Maine Relay 711

## Benefits

<b>Medical Insurance</b>	No
<b>Dental Insurance</b>	No
<b>Life Insurance</b>	No
<b>Paid Vacation</b>	No
<b>Retirement Plan</b>	No

**Disability**

No

**Incentive Pay**

No

**Tuition Reimbursement**

No

**Company Vehicle**

No

**401K**

No

**Child Care**

No

**Other benefits**

## Essential Skills

**Are specific credentials required for this job? If so, please list them here.**

**Essential Talents**

- Carry linens, towels, toilet items, and cleaning supplies, using wheeled carts.

**Essential Tools and Technologies**

**Essential Work Activities**

## How to Apply for this Position

This employer wants to be contacted as follows:

1. You may apply for this job through the CareerCenter or at any other [workforce center.](https://joblink.maine.gov/ada/r/contact)

2. By email to [hojogroups@ngtminc.com](mailto:hojogroups@ngtminc.com) (<mailto:hojogroups@ngtminc.com>)

3. By mail at:

New Gen Technologies Inc

675 MAIN STREET

SOUTH PORTLAND, ME 04106

4. Special Instructions:

Employers may not consider you if methods other than those listed are used.