KPA
IT & CONSULTING

Housekeeping (m/f/d)

EMPLOYMENT	WORKLOAD	LOCATION
Minijob	**4-6 hours/week**	**Plankstadt**

01 YOUR RESPONSIBILITIES

- Cleaning office spaces
- Cleaning the kitchen and sanitary areas
- Emptying waste bins and disposing of waste
- Restocking consumables, e.g. soap, paper towels, toilet paper
- Cleaning tables, work surfaces, doors, and handles
- Keeping the kitchen, break room, and meeting rooms tidy
- Maintaining the coffee machine and kitchen appliances
- Restocking coffee, tea, water, and kitchen supplies
- Checking cleanliness and tidiness in the office
- Reporting damage, missing materials, or repair needs
- Washing laundry, towels, or cleaning cloths
- Preparing purchases or orders for office/kitchen supplies

02 WHAT YOU BRING

- German language skills for simple communication are an advantage
- Experience in cleaning or housekeeping is an advantage
- Reliable, careful, and independent working style
- An eye for cleanliness, order, and detail
- Discretion and trustworthiness in day-to-day office work
- Careful handling of office furnishings, equipment, and materials
- Willingness to work mornings, evenings, or outside office hours

03 WHAT WE OFFER

- Flexible working hours by arrangement
- Fixed working days possible

APPLICATION

Interested? Send us your application and become part of our team!

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VIEW ONLINE

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