Open Position Notice

Date: October 7, 2022

Position Title: Housekeeper

Agency/Office: Cathedral of Saints Peter and Paul

Work Schedule: Full Time

Position Requirements:

The Diocese of Providence is currently seeking a full-time housekeeper for the rectory at the Cathedral of Saints Peter and Paul. This position will be responsible for the cleanliness and upkeep of the residence. Duties include, but are not limited to, vacuuming, mopping, surface cleaning, dusting, changing and laundering linens, and maintaining supplies. The housekeeper will purchase food and provisions for resident priests, as well as, prepare and cook meals as needed.

The ideal candidate will be detail-oriented, have the ability to offer assistance to customers and guests of the rectory, and be respectful of a Catholic work environment. Training will be provided but previous experience with cleaning is preferred. Must possess a high school diploma or equivalent, or relevant experience or knowledge, skills, and mental ability equivalent to 2 years of high school education. This person will be capable of performing a variety of physical tasks and movements such as standing for long periods of time, bending, kneeling, lifting up to 25 lbs, climbing stairs, etc.

Interested candidates should contact the parish for more information or apply to:

David Rose
The Cathedral of Saints Peter and Paul
30 Fenner Street
Providence, RI 02903

Or via email: drose@dioceseofprovidence.org