

Housekeeper / Front desk clerk (combined position)

Start Date: November 1, 2026

Wage: 19CAD / hour starting wage

Location: 81 West Street, Tofino, BC

Do you love keeping things clean *and* meeting people from all over the world? Do you take pride in a job well done, enjoy staying busy, and genuinely like making people feel welcome? Are you the kind of person who can happily switch between making a room spotless, helping a guest find the best surf spot in town, and having a great chat with someone you've just met? If you love hands-on work, enjoy interacting with guests, want a job where no two days are quite the same, and thrive in a supportive, fun, and nature-loving environment, all the while maintaining a healthy work-life balance — come join us!

Tofino Hostel – Whaler's Guesthouse is hiring a **Housekeeper + Front Desk Clerk** to join our friendly, close-knit, family like team. The position is a combined position and will include housekeeping (60%) as well as front desk tasks (40%). Previous cleaning experience and / or front desk experience (ideally with WRP) is required but we will provide on-the-job training.

What You Will Be Doing

- Cleaning rooms and bathrooms, kitchen, communal areas, and general facilities.
- Vacuuming, dusting, laundry, making beds, sorting recycling, watering plants.
- Performing deep cleans of assigned areas.
- Communicating repairs to the Housekeeping Supervisor.
- Managing bookings and guest relations (checking guests in/out, taking payment, entering bookings).
- Replying to guest emails and handling guest inquiries and complaints.
- Adventure Centre sales (booking tours and activities).
- Bike Rentals and returns.

What We Are Looking For

- Have previous front desk experience (ideally with WRP) and/or housekeeping experience.
- Have a great eye for detail and just love for things to be squeaky clean.
- Have a hands-on / can-do attitude and really like to get things done.
- Are a team player who can also work self-directed and independently with minimal supervision.
- Have basic computer skills (word, excel).

What We Offer

- Full-Time (30-40 hours per week and a schedule that ensures a great work-life balance)
- 4% vacation pay and Extended Health Benefits
- Affordable staff accommodation
- Lots of perks: Free bike rentals, Free HI membership, complimentary stays at other HI hostels (availability permitting), discounts on surf lessons and tours (hot springs, bear watching, whale watching, kayaking).
- Room to Grow! We are always looking for amazing people to work with. If we like you, we will entice you to stay and grow with us - with more money and more responsibilities!

ABOUT US



Tofino Hostel / Whalers Guesthouse is a boutique-style waterfront hostel with guesthouse vibes and killer views of Clayoquot Sound and Meares Island in **Tofino, British Columbia**. We offer family friendly accommodation for travelers of all ages. We are a small, international team who loves nature, kayaking, hiking, surfing, and creating unforgettable experiences for our guests. Work-life balance is key to our happiness here. While we are very social, we are not (!) a party hostel.

Sounds like THE place for you?

Email your resume to hiring@tofinohostel.com. We can't wait to hear from you!