

**Traditionally a Housekeeper** is a person employed to manage all cleaning tasks in an organized and proficient manner. An exceptional Housekeeper is expected to be flexible, competent and experienced in general cleaning duties.

**A few important traits:**

- Punctuality
- Friendliness
- Trustworthy
- Flexible
- Organized
- Proactive

***Punctuality***

Can the housekeeper come when you need her? How is he/ she getting to work (bus, car etc)? What things may prevent her from being on time every time? How flexible or reasonable are you? What do you consider late? How can she get in if you are not home?

***Friendliness***

Do you have pets/kids the housekeeper needs to get along with? Would you prefer a conversationalist or someone who just smiles and continues to work undisturbed?

***Trustworthy***

Will your housekeeper be there when you are? Will she be in charge of tasks such as (picking up the mail or groceries, etc)

***Flexible***

Do your cleaning needs change frequently? Make sure your housekeeper can adjust to your needs if necessary. Maybe you need different or additional tasks completed on certain services.

***Organized***

Make sure you have scheduled enough time for the housekeeper to complete the tasks you have on your priority list. A good housekeeper can organize her list into priority and time-consuming tasks.

***Proactive***

Do you want your housekeeper to complete tasks she may notice that need to be done even if they are not on your list? For instance: taking out the trash/recycling on an off day if it is full or straightening your dresser if it appears to be cluttered with clothes?

Make a list of the tasks you want and need accomplished. Be sure to schedule enough time for the housekeeper to get the list completed. Remember, the first 1-2 services will be slower, as the housekeeper familiarizes themselves with your home and your specific needs.

Also, remember to ask for any task you may need accomplished. Every housekeeper has different skills and abilities that may or may not work with what you need. Some may run errands or help with parties, while others won't wash windows or do laundry. Never hurts to ask!

Call Toria's Housekeeping and take the stress out of hiring a housekeeper. Let them know your needs/wants and they will locate the right person for you. Affordable rates. Prescreened professionals. Call today 866-353-7950!