



Job title: Housekeeping

Main purpose of job:

Delivering the highest level of cleaning standards at all times. Your role will comprise of cleaning our stunning rooms and maintaining our five star standards throughout the venue.

Key responsibilities

People – Respect other roles and parts of the business, we are all working towards a common goal.

Customer service – Deliver the companies stated mission with exceptional service and venue standards for the bridal party, their guests plus new prospective clients.

System and process – Full compliance of all operating controls, SOP's, policies, procedures, and service standards.

Department: Operations

Position reports to: Logistics Manager

Position is responsible for:

- Delivering the highest level of cleaning standards at all times

Main duties

- Delivering highest level of cleaning standards at all times
- Cleaning the wedding venue accommodation
- Preparing the accommodation for guests
- Must have a professional work ethic
- Carry out instructions as given by management and supervisors
- Adhere to company policies and procedures

Person specification

Factor	Essential?	Desirable?
Qualifications		
Relevant experience	House keeping experience	Experience working in a busy venue with time deadlines
Aptitude, skills and abilities	<ul style="list-style-type: none"> • Must be a reliable worker who is able to perform routine tasks without supervision. • Strong attention to detail required. • Organisation • Pride & passion • To be a role model • Ability to communicate, and connect with employees and management and take direction. 	
Personal attributes	Team Player Communication Pride & passion Astute Flexible Proactive	