



Location **Philippines**

JobCode **201201-1917**

Assistant Executive Housekeeper

Property Information

Located at the centre of Manila's most prestigious business, shopping and entertainment district. This city hotel is a haven of comfort and luxury. The hotel has 699 well-appointed guestrooms, four international restaurants offering international delights from Asian to Western cuisines.

Brief Job Description

- Assists the Executive Housekeeper in managing the daily operations of the Housekeeping department
- Responsible for the implementation of housekeeping operations strategies, policies and administration
- Ensures overall cleanliness and efficient operation of the Housekeeping Department, including the administration and functions of all public areas, guest staterooms, room service, laundry, linen rooms, and crew quarters
- Conducts inspections of guest staterooms, passageways and public areas on a regular basis and implements the highest standards of cleanliness and upkeep of ship facilities
- Organizes and conducts on-the-job training for supervisory and other service staff
- Ensures the highest standard of service is delivered

What is expected from a suitable candidate

- At least 3 years experience as an Assistant Executive Housekeeper in a large hotel
- Experience in streamlining housekeeping operations and establishing new housekeeping procedures
- Possess excellent written and verbal English communication skills
- Possess good leadership, organizational and interpersonal skills and able to lead a diverse group from different backgrounds
- Must be Legally permitted to work in the Philippines

Remuneration package and job related information

Preferred Starting Date:	ASAP
VISA Requirements (if any):	Philippine National Preferred

Interested Professionals please send your:

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