

## **Housekeeper Skills and Qualifications**

Candidates should have knowledge of and experience in cleaning and sanitising rooms to high standards, display discretion and care when cleaning guest bedrooms, display excellent customer service skills and must also be reliable, organised, honest and fit, as the job can be physically demanding.

## **Housekeeper Job Duties**

Dusting and polishing furniture and fixtures

Cleaning and sanitising toilets, showers/bathtubs, countertops, and sinks

Making beds and changing linens

Vacuuming and cleaning carpets; sweeping/vacuuming, polishing, and mopping hard floors

Sorting, loading, and unloading laundry

Using any cleaning equipment such as vacuums, mops, and other cleaning tools

Keeping bathrooms stocked with clean linens, toiletries, and other supplies

Cleaning windows, mirrors and other glass surfaces

Emptying trash receptacles and disposing of waste and tidying up rooms

Monitoring cleaning supplies and ordering more as needed; reporting any necessary repairs or replacements

## **Breakfast Server**

Duties and skills

Previous experience in the hospitality industry, preferably within a similar role.

Sound knowledge of food safety guidelines.

Ensure the breakfast buffet remains well-stocked at all times.

Receive and deliver beverage orders.

Clearing cutlery and crockery from customers' tables.

Cleaning and sanitizing tables and countertops after each meal service.

Capacity to work in a fast-paced environment with minimal supervision and ability to stand for extended periods of time.

Excellent organizational, multitasking, and verbal communication skills.

Attentive to detail; friendly disposition with excellent customer service skills.

Ability to be flexible with regard to days worked.