

Live-in Housekeeper/Operations Manager

Edgehill Limited seeks a Live-in Housekeeper/Operations Manager Edgehill Manor Guest House and the Owner's properties. This position entails a 40 hour work week, including weekends and public holidays, and will require occasional evenings and nights. The successful applicants will share housing. Only non-smokers need apply.

Live-in Housekeeper/Operations Manager

Duties and responsibilities: Preparation and serving of breakfast, general housekeeping (to a very high standard) of public areas and guest rooms, laundry, windows & patios, baking, handling of guest telephone/email reservations and enquiries, assisting with guest arrivals and departures

Required skills and qualifications: Highly motivated with a positive and friendly attitude, computer literate, especially with Microsoft Word and Excel, and five years of experience in the hospitality industry

Closing date: 20 August 2018

Please write with references to: Rachel York at ryork@applebyglobal.com or Canon's Court. 22 Victoria Street. Hamilton. Tel: 441-295-2244.