

On behalf of our client, **The Oxford Guest House**, and their sister property **the Royal Palms Hotel**, we are seeking a **Live-in Housekeeper**.

As a small boutique guest house, we are looking for an individual who is willing to commit to the expectations and values of both properties and our company. Responsibilities include setting up and overseeing daily breakfast, the cleaning and upkeep of all guest rooms and hotel laundry, public areas, the ordering of supplies and inventory control. They will also be responsible for the coverage of the front office from time to time so must be computer literate enabling them to respond to guest reservation emails and to handle the arrival and departure of guests.

The successful candidate will be expected to work on their own initiative, as well as part of a team that anticipates guest needs with a positive attitude and ensures each guest need is taken care of. They must always convey a positive and professional image with a 'be of service' attitude, have the ability to take on a variety of duties as required by a small property and the ability to understand and carry out directions with minimum supervision. They will share in the overnight coverage of the hotel. The five-day work week does include evenings, weekends, and public holidays.

The successful applicant should have at least two (2) years' experience. Interested candidates please submit CV and supporting references to:  
**The Platinum Group Ltd., P.O. Box 1415, Hamilton HMTX, Bermuda,**  
**Tel: 441 296 4090 - email: [careers@platinumgroup.bm](mailto:careers@platinumgroup.bm)**  
**Closing date: December 12, 2022**