

## Housekeeping Supervisor

### **Purpose:**

To create 100% Guest Satisfaction by supervising the rooms cleaning process, ensuring a pristine and welcoming environment for all guests.

### **Key Responsibilities:**

- Supervise Room Attendants in the cleaning of guest rooms, as directed by the Executive Housekeeper.
- Conduct daily checks of floor linen closets for cleanliness, adequate supplies, and proper linen stock.
- Provide Room Attendants with the necessary information and guidance to perform their tasks effectively.
- Maintain and ensure the proper upkeep of linen closets.
- Deliver a high standard of genuine hospitality, exceeding guest expectations through attention to detail and service quality.

### **Requirements:**

- Minimum 3-4 years of experience in a 5-star hotel, with at least one year in a similar supervisory role.
- Diploma in Hotel Management from a reputed institute.
- Strong supervisory skills with an ability to lead and motivate the team.
- Good communication skills.
- Ability to work a flexible schedule as required.

### **Compensation:**

Expected CTC: ₹25,000 Gross per month.