

# THE FARMINGTON HOTEL

## LIBERIA

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### **VACANCY**

The Farmington Hotel is located in Robertsfield, right opposite Roberts International Airport. With 164 rooms, restaurants, bars, leisure facilities and the largest conference facilities in the country it has set new standards in Liberia's hospitality industry and beyond.

### **We are Recruiting: Housekeeping Supervisor**

#### **Job brief**

We are looking for a Housekeeping Supervisor for the afternoon section to lead our team of room attendants and ensure we provide excellent customer service.

Housekeeping Supervisor responsibilities include organizing employee shifts, training and motivating team members and checking private and public areas for tidiness. To be successful in this role, you should have a good understanding of sanitation regulations and team management abilities.

Ultimately, you will help ensure our daily housekeeping operations run smoothly and that guests are satisfied.

#### **Housekeeping Supervisor responsibilities include:**

- Training housekeepers on cleaning and maintenance tasks
- Overseeing staff performance on a daily basis
- Checking rooms and common areas, including stairways and lounge areas, for cleanliness
- Schedule shifts and arrange for replacements in cases of absence
- Establish and educate staff on cleanliness, tidiness and hygiene standards
- Motivate team members and resolve any issues that occur on the job
- Respond to customer complaints and special requests
- Monitor and replenish cleaning products stock including floor cleaner, bleach and gloves

- Ensure compliance with safety and sanitation policies in all areas

## Requirements

- Work experience as a Housekeeping Supervisor or similar role
- Hands-on experience with cleaning and maintenance tasks
- Ability to use industrial cleaning equipment and products
- Excellent organizational and team management skills
- Endurances to handle the physical demands of the job
- Flexibility to work various shifts and weekends
- High school diploma is a plus

Send your full application (cover letter, CV & references) to [jobs@thefarmingtonhotel.com](mailto:jobs@thefarmingtonhotel.com) with earliest possible date of resumption.

The deadline to apply for this position is May. 31, 2019 at 5PM

**FEMALE CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY**