



## THE FULLERTON HOTEL

## Assistant Housekeeper (Public Area / Rooms)

- Responsible for the daily operations of the Hotel to upkeep the required standards
- Assign duties and daily rooms for cleaning for Room Attendants
- Supervision on the overall work performance of the Supervisors and other attendants
- Perform routine inspection on the guest rooms and public areas to ensure high standard of cleanliness are met
- Preparing work schedules motivate and train the housekeeping team in delivering a high quality of service standards at all times
- Oversee the housekeeping and linen inventory records
- Provide guidance and training to the housekeeping staff
- Handle guest complaints and requests professionally

## **Requirements :**

- Applicants must be willing to work shift duties including weekends and public holidays.
- Knowledge in Housekeeping in Hospitality industry
- Computer literate

To apply for the above positions, please send your full resume to <u>careers@fullertonhotel.com</u>.