



Dusit Thani Maldives

Housekeeping Coordinator

At Dusit, we are committed to delivering exceptional moments whether you're staying with us or working with us. Join our dynamic team and discover enriching opportunities and a world of possibilities.

Primary Responsibilities:

Manages attendance and time records, lost and found items, guest requests, room status updates, and master/section keys. Performs clerical tasks including filing, typing, and answering calls, while coordinating with other departments as needed. Monitors guest and cleaning supplies, maintains a clean and organized office, reports incidents, participates in briefings and training, ensures guest satisfaction, promotes the hotel's image, practices cost-saving measures, and supports teamwork to ensure smooth and efficient housekeeping operations.

Candidate Qualification

1. At least a High Vocational Diploma in any relevant discipline.
2. Minimum of 1 year in Housekeeping experience preferred.
3. Knowledgeable in administrative or clerical task will be an asset.
4. Ability to communicate Basic English.
5. Detail-oriented and possess pleasant personality with good communication and interpersonal skills.

About Dusit Thani Maldives

Located on the beautiful Mudhdhoo Island in Baa Atoll – the Maldives' first UNESCO World Biosphere Reserve – Dusit Thani Maldives comprises 94 over-water villas and residences alongside three restaurants, two bars, a well-equipped kids club, a water sports centre, and Dusit's signature Devarana Wellness. A winner of multiple awards, the resort was recently recognised for its commitment to sustainability and delivering meaningful family-friendly experiences by winning two gold awards at the esteemed South Asian Travel Awards (SATA) 2022.

Find your calling and pursue your passion in our value-driven and empowering culture. Enjoy a competitive salary, employee benefits, and numerous opportunities to enhance your professional skills.

Interested candidates, please send your resume with a recent photograph to jobs.dtmd@dusit.com

Application Deadline: **19th August 2026**