



WE ARE HIRING

Assistant Executive Housekeeper

Noku Maldives by Vignette Collection is seeking an experienced and proactive Assistant Executive Housekeeper to join the Housekeeping Department. This role is responsible for supporting the Executive Housekeeper in overseeing daily housekeeping operations, maintaining the highest standards of cleanliness, presentation, and guest satisfaction. The Assistant Executive Housekeeper will supervise and guide the housekeeping team, monitor quality standards, coordinate operational requirements, and contribute to the smooth and efficient performance of the department within a luxury resort environment.

Key Responsibilities

- Oversee the overall operations of the Resort, ensuring efficiency, quality, and profitability.
- Assume command and responsibility in the absence of the Area General Manager, making key decisions and resolving issues that arise.
- Collaborate with department heads to establish and implement operational goals, policies, and procedures.
- Monitor and evaluate the performance of all departments, providing guidance and support as needed.
- Ensure that all departments are adequately staffed and that team members receive proper training and development opportunities.
- Implement effective communication channels and foster a positive work environment to enhance teamwork and productivity.
- Maintain and enhance guest satisfaction by ensuring high-quality service delivery across all areas of the resort.

Requirements

- Bachelor's degree in Hospitality Management, Business Administration, or a related field. Master's degree is preferred.
- Proven experience in a similar leadership role within the hospitality industry, preferably in a resort or luxury hotel setting.
- Strong leadership and management skills with the ability to motivate and inspire a diverse team.
- Excellent problem-solving and decision-making abilities, with a focus on finding innovative solutions.
- Exceptional interpersonal and communication skills, with the ability to build and maintain relationships with guests and team members.
- Sound knowledge of hotel operations, including front office, housekeeping, food and beverage, and maintenance.
- Demonstrated ability to analyze financial data, develop budgets, and manage costs.
- Familiarity with industry software and systems, such as property management systems (PMS) and point of sale (POS) systems.

Application Details

Only shortlisted candidates will be contacted.

Interested applicants are invited to submit their CV and certificates to: noku.hr@ihg.com