



Job Title:	Head Housekeeper
Salary:	£10.00 per hour (negotiable depending on experience)
Job Type:	Part time/full time hours, working 5 days out of 7 including weekends
Location:	Llangollen, Wales.
Type of Company:	Exclusive Wedding Venue in North Wales

### About Us

Tyn Dwr Hall specialises in being an exclusive wedding venue. We are privately owned - creating a caring dedicated 'work family' is key to our success, and we have been fortunate to have gained a national reputation as one of the leading Wedding destinations in the region.

We have an exciting opportunity for a hardworking, enthusiastic Head Housekeeper to join our hard-working dynamic team. As Head Housekeeper you will bring exceptional drive, a strong background in housekeeping/cleaning management and a natural ability to inspire and lead.

### Responsibilities and Duties:

- Maintain and monitor staff levels
- Audit staff levels and complete rotas
- Communicate department performance issues and methods of improving service whilst reducing cost to business
- Working closely with the Assistant Operations Manager to ensure smooth running of the housekeeping department
- Lead, develop and motivate the team
- Train staff to ensure they deliver consistent high standards
- Liaise with external suppliers
- Excellent management of laundry and linen
- Working closely with other departments such as maintenance and the General Manager
- Conduct and record quality checks on bedrooms and public areas
- Cleaning of all accommodation and public areas
- Maintain and manage chemicals ensuring they are compliant with Health & Safety Regulations
- An eye for the smallest of detail
- Strong business acumen and financially astute
- Smart appearance as you will be liaising with guests
- Working to a tight schedule

### Qualifications and Skills:

- Strong work ethic
- Experience of managing a team
- Strong passion for ensuring the highest standards of cleanliness is maintained at all times
- Compliant with Health & Safety legislations and Coshh Regulations
- Attention to detail
- Used to working in a fast-paced environment
- Flexibility



- Exceptional organisation skills, hardworking and reliable

**In Return:**

- Private health care
- Free parking
- Staff uniform
- Staff incentives
- Staff days out
- The ability to progress

To apply for this role, please submit a covering letter and CV to [contact@tyndwrhall.co.uk](mailto:contact@tyndwrhall.co.uk)