

THE DOMINICAN IS HIRING

Function: Housekeeping Manager
Department: Housekeeping
Direct responsible: General Manager
Contract: Full time-38h

Executive Housekeeper will keep all aspects of housekeeping and laundry running smoothly – and ensure high standards are met to deliver memorable and unique guest experiences.

In charge of the cleanliness of rooms and public areas.

Objectives and tasks

Guest experience

- Make sure the quality of housekeeping and laundry services is always superb – we have standards – but it's down to you to make rooms special and memorable for guests
- Schedule routine inspections of all guest rooms and public areas to ensure furnishings, rooms, equipment, linens, public restrooms, lobby, etc. are clean and in good repair to meet guest satisfaction
- Carry out special requests from guests, VIPs, repeat visitors and club members, this together with our reception department
- Look smart and let us look smart – wear your uniform with pride and make sure your colleagues do the same
- Responsible and person of contact for the decoration of the hotel including flowers/plants

People

- Direct daily activities, plan and assign work ensuring you always have the right staffing numbers
- Develop your team and improve their performance through coaching and feedback, and create performance and development goals for colleagues – recognize good performance
- Educate and train all team members in compliance with local laws and safety regulations. Ensure staff are properly trained and have the tools and equipment to carry out job duties
- May assist with deep cleaning projects and/or assist housekeeping staff during high volume periods
- Linen/Uniform supervisor job description

Financial

- Help prepare and monitor the hotel's annual budget with a focus on increasing profitability
- Maintain proper inventory levels managing cost per room for supplies and labour Carry out the special requests from guests, VIPs, repeat visitors and club members

Responsible business

- Maintain and order supplies and equipment whilst minimising waste and maintaining “green” initiatives (example: container recycling, and cleaning agents)
- Reunite items with owners – and log any lost and found property
- Perform other duties as assigned. May also serve as manager on duty
- Report to front office and/or Maintenance in case of technical issues

Qualifications & requirements

- Excellent communication skills
- Structure & accuracy
- Eye for detail and understanding
- Team working attitude
- Excellent grooming standards
- Diplomatic
- Structured
- Decisive
- Creative
- High School Diploma / secondary education / equivalent
- Few years' housekeeping/laundry experience preferably in a hotel of similar size, including supervisory experience. Some college preferred
- Must be fluent in local language and other languages preferred

We are

The Dominican is a 4* deluxe design hotel, a destination for elegance in the historical centre of Brussels. The Dominican is the first member of Design Hotels™ in Belgium, distinguishing itself by offering a unique product and indulgent hospitality.

The hotel offers 150 rooms, 3 meeting salons, a gym with sauna & hammam, a restaurant, bar & terrace.

What we offer:

Compensation and Benefits:

- **Competitive Salary:** Based on industry standards and experience.
- **Regular Shifts:** Consistent and predictable work schedule.
- **Public Transport Reimbursement:** Full reimbursement of public transportation costs.
- **Exclusive Perks:** One free night per year and staff discounts at Carlton Group hotels
- **Nutritious Meals:** Access to fantastic and healthy meals during shifts.
- **Uniform:** Provided by the company.

Additional Opportunities:

- **Cultural Experience:** Immerse yourself in The Dominican experience.
- **International Exposure:** Work for a globally recognized company.
- **Team Environment:** Join a supportive team of 48 amazing colleagues.
- **Career Development:** Opportunities for professional growth and advancement
- **Company Culture:** Be part of a dynamic and expanding corporate culture

Hungry for more details

You receive a competitive salary, a meal on duty, The Dominican Experience, a yearly complimentary stay at Carlton Hotel Collection and staff rates at Design Hotels.

Do you think we have a match?

Send your CV and motivation letter to human.resources@thedominican.be

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