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| <b>Position:</b> Head Housekeeper          | <b>Department:</b> Housekeeping                       |
| <b>Line Manager:</b> Operations Manager    | <b>Direct Reports:</b> Yes                            |
| <b>Working Hours:</b> 40 per week          | <b>Working Days:</b> 5 Days Over 7 Including Weekends |
| <b>Salary:</b> £29,120.00 per annum + tips |   |

We are on the search for an enthusiastic, passionate, and dynamic individual to join us at Sonas Hotel Collection as **Housekeeping Manager** at **Knipoch House Hotel**.

**About the role:**

At Sonas Hotel Collection, our mission is to deliver great highland hospitality to our guests, colleagues and neighbours. The word Sonas is Gaelic for Happiness, and happiness is our aim.

As the Head Housekeeper, you will work closely with the Operations Manager ensuring we deliver a guest experience of the highest calibre. You are responsible for the day to day running of the Housekeeping department with line management responsibility for department. Alongside the Operations Manager, you will also work closely with all other hotel departments and central support functions to ensure the overall success of the business.

**A snapshot of your key responsibilities:**

- Lead the housekeeping operations within the business ensuring the overall success of the department / business.
- Managing departmental financials including but not limited to, payroll and stock control.
- Accountability of P&L control within the department.
- To ensure that revenue/profit budgets/targets are achieved.
- Recruitment & retention of your team.
- Initial & ongoing training of your team.
- Promote a positive people culture through effective communication and regular team meetings.
- Ensuring adherence to all current legislation including but not limited to Health & Safety, Food Safety and Employment Law.
- Create, implement & maintain all operational policies and procedures with the Operations Manager.
- Control and reporting on departmental KPI's.

**Key requirements for this role:**

- Previous experience in a similar role.
- A passion for hospitality and a drive to grow and develop yourself and your team.
- Fantastic communication skills.

**What's In It For You?**

- Additional holiday allowance for your birthday.



- 50% food discount in all our restaurants.
- Staff rates across all our hotels.
- Access to Health Assured which hosts a wealth of informational tools and support across many areas including:
  - Financial Wellbeing
  - Mental Health
  - Exercise
  - Heathy Eating
- Ongoing personal development with access to internal and external training programmes.
- Free Gym Membership at Local Gyms.
- Paid breaks.