

Housekeeper (Part-Time, average 15 hours per week)

The Big Cat Sanctuary is looking for an experienced Housekeeper to join our friendly team and help take exceptional care of our seven luxury lodges. If you have an eye for detail, are willing to learn and have strong work ethic, then this is the role for you. General hours of work are 11.00-14.00 daily, working on a 5 over 7-day rota (or as requested by Supervisors/Senior Management). Flexibility in hours of work is necessary in this post.

Position Overview

To provide a 5* professional, efficient and effective housekeeping and cleaning service that enhances the appearance of the site and supports a healthy environment. This role requires you to wear full uniform and PPE clothing. A clean and tidy appearance is required at all times.

Principal Duties & Responsibilities include:

- Cleaning our 5* lodges to a level that reflects the high standards we promote
- Adhering to the cleaning regime as set out in 'cleaning manual', including but not limited to:
 - Checking all soft furnishings, ensuring they are clean and function correctly (e.g. blinds, curtains, floor coverings)
 - vacuuming, dusting and polishing throughout
 - checking fridges/freezer compartments to ensure they are clean and functioning properly
 - Cleaning/polishing bathrooms, including shower cubicles
 - Replacing and hanging all bathroom linen as per agree standard
 - Replacing all complimentary items and monitoring expiry dates
- Ensure all outside areas (including windows) are kept clean and tidy
- Report all maintenance issues and any accidents/breakages immediately
- Ensure Lodge stock is reordered and replaced when necessary
- Linen store to be kept clean and tidy at all times
- Laundry to be checked in and out for cleaning and properly stored to prevent soiling & damage
- All COSHH instructions to be adhered to
- Follow all health and safety and other Big Cat Sanctuary procedures to ensure animal, staff & visitor safety and security
- Work quickly & efficiently at all times
- Communicate with visitors, staff and volunteers in a positive, clear and friendly manner
- Attend team meetings and undertake agreed actions; attend formal and informal training, as required
- Other duties to support effective and efficient site working, as required

Working Conditions

- We have a non-smoking working environment
- We give statutory holiday entitlement
- This position will pay initially at our company minimum wage (£5.00-£8.30 per hour depending on age), which will be reviewed on the successful completion of a 6-month probationary period

A full, clean driving license and access to your own vehicle is essential due to our rural location

To apply, please email your CV and covering letter to karen@thebigcatsanctuary.org

Closing Date: Friday 26th July 2019