



Housekeeping Manager

Job Information

Recruiter

[Scouta K.K.](#)

Hiring Company

A premium luxury Hotel in Niseko

Job ID

1575071

Division

Operations

Industry

Hotel

Company Type

Small/Medium Company (300 employees or less) - International Company

Job Type

Permanent Full-time

Location

Hokkaido, Abuta-gun Niseko-cho

Salary

5 million yen ~ 6 million yen

Salary Bonuses

Bonuses paid on top of indicated salary.

Refreshed

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General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Basic

Minimum Education Level

Associate Degree/Diploma

Visa Status

Permission to work in Japan required

Job Description

JOB SUMMARY:

Manages housekeeping functions and staff on a daily basis to ensure property guest rooms, public space and employee areas are clean and well maintained. Directs and works with team to successfully execute all housekeeping operations. Strives to continually improve guest and employee satisfaction and maximize the financial performance of the department. Responsible for inspecting areas of responsibilities and following up with a plan for improving results.

CORE WORK ACTIVITIES:

Managing Housekeeping Operations and Budgets

Conducting Human Resources Activities

Ensuring Exceptional Customer Service

MANAGEMENT COMPETENCIES: Leadership, Managing Execution, Building Relationships, Generating Talent and Organizational Capability Learning and Applying Professional Expertise

Required Skills

Education and Experience

- High school diploma or GED; 3 years' experience in housekeeping or related professional area.

OR

- 2-year degree from an accredited university in Hotel and Restaurant Management, Hospitality, Business Administration, or related major; 3 years' experience in housekeeping or related professional area.

Skills/Competencies

Language skills

Business Level English and Japanese (would be an advantage)

Company Description