



Title: Housekeeping Supervisor
Position Reports to: Executive Housekeeper
Employment: Full-time, Seasonal

Fox Harb'r Resort is a 5 Star, 4 Diamond property nestled along the coast of the Northumberland Strait in Wallace, Nova Scotia. We are offering a unique opportunity for you to experience a 5 Star Luxury work environment. With this opportunity you will be presented with a distinctive career, experience, and benefits in a World Class setting.

General Description: Oversee the work of housekeeping staff and ensure that all rooms and public areas are kept clean and tidy. They enforce staff compliance with established safety and sanitation policies

Qualifications & Requirements

- Previous supervisory experience in a hotel environment
- Must possess excellent hospitality skills
- Must possess excellent organizational skills
- Must be available to work nights, weekends and holidays as required
- Must possess a valid driver's license
- Well groomed with a professional presentation
- Excellent oral and written communication skills
- Computer knowledge

Responsibilities

- Train housekeepers on cleaning and maintenance tasks
- Oversee staff on a daily basis
- Check rooms and common areas for cleanliness
- Schedule shifts and arrange for replacements in cases of absence
- Establish and educate staff on cleanliness, tidiness and hygiene standards
- Motivate team members and resolve any issues that occur on the job
- Respond to customer complaints and special requests
- Monitor and replenish cleaning products stock
- Ensure compliance with safety and sanitation policies in all areas

At Fox Harb'r Resort, we value every employee on the team. Our benefits include:

- Competitive wages
- Travel Fuel Allowance Discounts at the Resort's Dining Areas; The Cape Cliff and Willard
- Discounts on Accommodations, Golf and Spa services & products
- Friends and Family Rates for overnight accommodations
- Complimentary use of the Junior Olympic Pool, Mineral Pool and Fitness Room
- Team Member rates for Golf, Sport Shooting, Kayaking, Trail Rides etc.
- Team Member Activities and Department Incentives
- Team Member Education Funding and Bursary Program
- Team Member housing availability

If you have the talent, dedication and level of commitment we're looking for and would like to advance your career in hospitality at Fox Harb'r Resort, submit your resume and cover letter to: Human Resources Department, Ann Jeffreys
Email: hr@foxharbr.com

Mail: 1337 Fox Harbour Rd., Fox Harbour, NS B0K 1Y0