

# MUZE

HOTELS



## Looking for something new?

Do you have a passion for the hotel industry? We are looking for a **Housekeeping Manager** for our MUZE Hotel in Düsseldorf. You have the great opportunity to help us improving the guest experience. I look forward to receiving your application!

## Housekeeping Manager (m/w/d)

### Your Profile:

- Thorough knowledge of housekeeping standards
- The ability to organize work, distribute tasks and create reporting
- Sound operational/technical knowledge
- Positive attitude and good communication skills
- Knowledge of software, including, but not limited to, Microsoft Office (Excel, Word and Outlook)
- Communicative knowledge of English
- Ability to work effectively both independently and in a team
- Ability to work efficiently under constraints of time and resources
- Diploma in Hotel Management preferably
- Between 3-5 years of professional experience, of which at least 2 years in a similar role
- International experience in a 4 or 5 stars hotel will be an advantage

### Your Responsibilities:

- Plan work for the housekeeping department & distribute tasks accordingly
- Responsible for the cleanliness, order and layout of the entire hotel
- Ensuring that all rooms are made to Muze standards
- Keep track of stock of guest supplies, cleaning supplies, linen & uniforms
- Organization of inventories for linen, uniforms & fixed assets
- Pay special attention during the organization of pest eradication activities
- Implement housekeeping systems & procedures
- Prepare reports to inform management
- Assisting & resolving customer complaints
- Organization of on-the-job training & evaluation of its effectiveness
- Responsibility for Budget & cost control of department
- Top Priority: Responsibility for increasing the Guest satisfaction

### What we offer

- We are one TEAM
- Exciting & diverse projects
- Appreciative and respectful work environment
- Permanent employment contract
- Competitive salary
- 28 days of vacation in the first full year, increasing to 30 days thereafter
- We pay a 50% surcharge for work on Sundays and public holidays
- Christmas and holiday bonuses are provided after 11 months of employment
- Complimentary beverages are provided, along with discounted rates at our hotels for you and your family members

### Your Contact for Application:

- Muze Hotels  
(by BrownHouse Management GmbH)
- Ms. Roxana Visan
- General Manager
- [rvisan@muze-hotels.com](mailto:rvisan@muze-hotels.com)

