

## **TEWITFIELD MARINA**

### **JOB DESCRIPTION: HOUSEKEEPING SUPERVISOR**

#### **About the Job**

We are looking for an experienced housekeeping supervisor to join our team at Tewitfield Marina

Hours: Minimum 30 hours per week

Rate of pay: £8.50 per hour

#### **About Tewitfield Marina**

Tewitfield Marina is located within easy distance to the Lake District and Yorkshire Dales National Parks, Carnforth town with its famous Railway Station, Morecambe Bay and the historic city of Lancaster. We have a selection of self-catering holiday apartments, townhouses and private moorings for hire overlooking the Marina. Located on the canal towpath and next door to the Longlands Hotel.

We are part of the Lake District Estates family; a family owned business with its head office located in Kendal. The company owns and operates a selection of high quality and award winning tourist attractions, caravan parks, marina holiday apartments and moorings, Peter Rabbit & Friends retail outlets and private and commercial letting properties.

Heritage and preservation are at the heart of the business, that operates two of the Lake Districts best-loved attractions Ravenglass & Eskdale Steam Railway and Ullswater 'Steamers'.

#### **About the Role**

As Housekeeping Supervisor there are a variety of tasks associated with the role, a summary of what is expected is as follows:

- Maintain a high standard of cleanliness across our 1, 2, 3 and 4 bedroom apartments and all public areas. This will include dusting, hoovering, kitchen & bathroom cleaning and changing of beds.
- Communicate with the rest of the team to ensure a smooth operation. This will include monitoring rota requirements throughout the week, assigning tasks to members of the housekeeping team and liaising with the reception team on a regular basis.
- Develop good relationships with our customers, at all times achieving a high standard of customer service.
- Embrace a good work ethic and build positive relationships with the rest of the team
- At all times to work in a safe manner, raising any health & safety concerns immediately with your line manager. Also, to be aware at all times of the health and safety of our customers and any other persons on site.
- Assist your line manager with placing orders, stock take and any other duties as required from time to time in connection with the safe and efficient operation of the company.

**Reporting**

The Housekeeping Supervisor will report directly to the Housekeeping Manager. There will be no direct reports.

**Person Specification**

You will have a genuine passion for achieving high standards of housekeeping with great attention to detail.

You must have excellent people skills and an enthusiastic and professional approach to the supervision of a small but very hardworking team of housekeepers. Previous supervisory experience in a similar role would be preferred.

Tewitfield Marina enjoys a consistent level of holiday makers throughout the year, with our busiest periods falling around weekends and during school holiday time. With this in mind, we are hoping for an individual who is able to be both flexible and dependable.

The position is permanent and is for a minimum of 30 hours, with the possibility of more hours during peak times.

**Leave Entitlement**

28 working days (pro rata) per annum inclusive of public holidays plus one / two extra day(s) after 5 / 10 years' continuous service respectively.

**Benefits**

A series of staff discounts and benefits are available across our group of businesses.

There will be some uniform items provided.