



Join our team at Oaga Art Resort

WE ARE SEEKING TALENT FOR THE POSITION BELOW

EXECUTIVE HOUSEKEEPER

Key responsibilities:

Leads and manages the daily operations of the Housekeeping Department, ensuring that all guest villas, public areas, and laundry facilities are maintained to the highest standards of cleanliness, hygiene, presentation, and functionality. The role supervises and develops the housekeeping team, prepares duty rosters based on occupancy, monitors performance, and ensures consistent service standards. Key duties include coordinating villa cleaning and inspections, managing linen, uniforms, guest amenities, minibar stock, cleaning supplies, chemicals, equipment, lost and found items, pest control, and departmental inventories. The position works closely with Front Office and Engineering to ensure villas are ready on time, maintenance concerns are reported and followed up, and guest requests or complaints are handled promptly.

Requirements:

- Degree or diploma in Hospitality Management, Housekeeping Operations, or a related field
- Minimum 5 years of housekeeping experience, including at least 1-2 years in an Executive Housekeeper or similar leadership role
- Previous experience in a luxury resort, hotel, or remote-island environment is preferred
- Strong knowledge of villa and public-area cleaning, laundry operations, linen and uniform management, minibar control, pest control, and chemical handling
- Good understanding of housekeeping budgets, departmental reports, cost control, inventory management, purchasing, and par-stock requirements
- Working knowledge of MS Office, OPERA, material control systems, and other relevant hotel systems
- Excellent attention to detail with a strong commitment to cleanliness, hygiene, presentation, and guest satisfaction
- Able to manage priorities, remain calm under pressure, and respond effectively to operational and guest concerns

Interested? Apply now:

Email your CV to jobs@oagaresorts.com
OR Apply Online oagaresorts.com/careers

Deadline :

19 SEP 2026



**Only selected candidates
will be notified.**