



JOB SUMMARY

HOUSEKEEPING & LAUNDRY ASSISTANT

Your main responsibility will be to ensure the rooms, laundry and public areas are cleaned to the highest standard. You will need a keen eye for detail, good communication skills and be flexible in your approach to your work. The ideal candidate will be passionate about providing warm, friendly, and efficient service to our guests, ensuring exceptional service standards are maintained in line with guest expectations at all times.

Your role

- Undertake cleaning and laundry duties in following the daily and weekly schedules
- Setting the place with clean linen, collection of dirty linen
- Recording the completion of jobs as they are done and ensuring the highest standards of hygiene and cleanliness, and meeting required standards set
- Ensuring assigned jobs are completed to satisfaction and timeframe
- Follow all health and safety guidelines on the use of cleaning materials and equipment, reporting any defective equipment as soon as possible
- Ensure soiled linens are cleaned to standards and cleaned linens are delivered on time
- Drive company van to transport linens/Assist with transporting linens
- Update on stock levels as and when required
- On a daily basis replenish supplies and laundry for use of Housekeeping

About you

- Proven housekeeping or hospitality experience
- Excellent organizational and time management skills
- Exceptional customer service and communication skills
- Attention to detail and skilled organization.
- Ability to work effectively with all personality types
- Knowledge of cleaning equipment, chemicals, and procedures
- Ability to understand and carry out verbal & written instructions independently

The role is full-time, 40 hours per week, working 5 days out of 7. This role requires extra hours and weekend work when events are held

Why Join Us?

- Attractive Benefits: Competitive salary, share of service charge, hotel discounts, staff uniforms, duty meals, employee recognition schemes, birthday voucher, and free onsite parking.
- Welcoming Environment: Work alongside a dynamic and supportive team in a uniquely friendly setting, with regular staff events.
- Room to Grow: Ongoing support for your learning and development, with opportunities for career progression within the Comis family.

Bring warmth, attention to detail, and pride to every part of the guest experience—and make every visit to Comis unforgettable.

APPLY NOW!
Submit your CV to hr@comishotel.com