

VACANCY

HOUSEKEEPING AND INTERIOR COORDINATOR

M/F FULL-TIME

corporate
housing
factory

Hi there! We are Corporate Housing Factory, one of the largest providers of Serviced Apartments in the Netherlands and one of the few that exclusively accommodates corporate customers. Our concept offers the modern business traveller a pleasant home combined with the service and comfort of a luxury hotel. Join us as our *Housekeeping and Interior Supervisor* and start the next chapter in your career!

What are your responsibilities?

We are looking for an organized and motivated Housekeeping and Interior Coordinator to join our team! In this role, you will oversee the housekeeping operations as well as motivating the outsourced housekeeping team to meet the required quality and design standards. You will conduct regular quality checks at our Amsterdam, The Hague, and Rotterdam locations to ensure that performance standards are met. This includes providing constructive feedback to employees on areas where improvement is necessary. Moreover, you will be asked to report any maintenance or housekeeping issues to the head of the department, and you will be free to recommend changes in practices, methods, products, equipment, and vendors. In collaboration with the head of the department, you will monitor supplier expenditures and keep track of and organize operational inventory. You are responsible for distributing the operational products for our locations in The Hague, Rotterdam and Eindhoven. Think you might be a good fit? Then keep reading!

Who you are:

- Experience within hospitality or service-based industry would be ideal.
- You are knowledgeable and skilled in housekeeping operations;
- You are able to solve basic housekeeping and maintenance issues;
- You have a 'can do' attitude and are comfortable with solving problems;
- Naturally curious with a strong interest in the hospitality industry;
- You are stress resilient and able to work under pressure;
- Punctual, reliable, enthusiastic and trustworthy;
- You are creative and have an eye for detail;
- You are flexible and don't have a 9-5 mentality ;
- Comfortable with working in both a team environment and independently;
- You are representative and professional both towards your colleagues and clients;
- You have excellent written and verbal communication skills in both Dutch and English;
- You enjoy being on the go and have a valid driver's license B;

Come work with us and enjoy the following perks:

- A monthly salary between €2200 and €2800 based on a 40-hour work week;
- Reimbursement of travel costs;
- Free use of the gym in the office building and bi-weekly massages in the office;
- A Headspace account for less stress and more progress;
- A social, fun, and informal workplace where there are plenty of opportunities to learn and grow within your role. Ready, set, grow!
- Regular team events, weekly "borrels" and many more excuses to enjoy a drink ;
- And much more...

About our team

You will be part of a young, international team where everyone has a "work hard, play hard" mentality. We're passionate about the work we do and are a close-knit group of colleagues. There is always time for laughter and, of course, a lot of "gezelligheid".

Are you in?

Like what you read and think you would be a good fit? Then grab this opportunity and send your CV and cover letter to Cindy Dissels at werken@corporatehousingfactory.com

We can't wait to meet you soon!