

- Job title:** Facilities and Housekeeping Manager
- Location:** Mahuva, Bhavnagar District, Gujarat, India
- Education:** Any Bachelor's Degree
- Experience:** Minimum 3- 4 years in facilities management services / housekeeping department / training department
- Background:** Candidate is expected to manage the housekeeping department and conduct training sessions
- Role:** Listed as below
1. Train the housekeeping and factory staff on how to maintain hygiene and guide the respective supervisors on how to monitor.
 2. Ensure the hygiene & sanitation of the public and access areas maintained as per the highest standards.
 3. Building up the Nedspice Culture among its employees.
 4. Conduct training sessions on soft skills.
 5. Train the trainers on personal hygiene & sanitation practices.
 6. Cross functional role with the admin department.
 7. Training on the shop floor staff on health and safety aspects.
 8. Ensure order supplies for the housekeeping department.
 9. Managing the in-house laundry department.
 10. Ensuring the in-house laundry is running seamlessly in providing clean and good condition uniforms.
 11. Ensure the external public areas, including the lawns / garden / canteen and other public areas, are also maintained as per the highest hygiene standards.
- Contact:** adminindia@nedspice.com

