



Primary Learning Trust (PLT)

...where everyone flourishes!

Job Specification <i>Housekeeping and Hospitality Assistant</i>		
Qualifications, Skills, Experience & Knowledge	Essential	Desirable
Experience in housekeeping, hospitality, or events support in a professional environment.		✓
Excellent attention to detail to maintain high standards of cleanliness and presentation.	✓	
Basic understanding of health and safety practices in a workplace or event environment.		✓
Food and hygiene accreditation		✓

Performance Attributes:	Essential	Desirable
Good communication skills with a friendly and approachable demeanour.	✓	
Strong organisational skills with the ability to manage multiple tasks simultaneously.	✓	
Ability to work independently, prioritise tasks, and take initiative in ensuring spaces are prepared and maintained.	✓	
Time management skills to ensure tasks are completed efficiently within tight schedules.	✓	
Flexible and adaptable	✓	
High expectations for yourself	✓	
A good role model to those around	✓	
A team player	✓	
Uphold the inclusive principles that are integral to our ethos	✓	