

Vacancy:

Housekeeping in Charge – CCBRT MOSHI

Ref: 2023 – 38



Our story

Comprehensive Community Based Rehabilitation in Tanzania (CCBRT) aims to be the preferred provider of accessible specialized health services in Africa and serves - as healthcare social enterprise and through development programmes - the community and the most vulnerable. Committed to prevent lifelong disabilities wherever possible, CCBRT is also engaged in extensive maternal and newborn healthcare (MNHC) activities including obstetric fistula repairs. Since 2006, CCBRT also provides community and centre based rehabilitation services from the “House of Hope” in Moshi, promoting inclusive development at all levels.

*In order to strengthen our CCBRT Moshi team, we are looking for a dedicated **Housekeeping in Charge** who ensures costs efficient housekeeping services as per CCBRT standards*

The role

You supervise the housekeeping units (laundry, cleaning, catering and gardening) and perform housekeeping duties (such as cleaning, laundry and cooking) in time of shortage or when need arises. You ensure CCBRT's standards of cleanliness, safety, hygiene, and tidiness across the CCBRT compound are maintained at all times. You conduct regular inspections and ensure work logs are up to date. You provide training and mentoring to housekeeping staff on best practices, infection control, and patient-centered housekeeping approaches and protocols. You ensure timely ordering of supplies and provide adequate stock management.

Knowing the type of vulnerable clients we serve, you foster a supportive and empathetic approach when interacting with clients.

The candidate

- Certificate of Secondary Education
- Certificate in House Keeping or Hotel management
- Minimal of 4 years working experience in an operational housekeeping function
- Ability to cook food
- Proven knowledge of OSHA guidelines and standards
- Good Interpersonal Skills and proven capacity to coach and motivate others.
- Good communication skills
- Has a pro-active attitude and eagerness to work
- Basic Computer skills

If you are interested, please submit your curriculum vitae with 2 references and a cover letter telling us why you believe you are the right person for the role.

CCBRT is an equal opportunities employer and encourages people with disabilities to apply. Please send your application via email to: recruitment.ccbirt@ccbirt.org.

Please indicate job reference number: 2023 - 38 | DEADLINE FOR APPLICATIONS: 20th December 2023
(selection will commence upon receipt of suitable applications)