

Experienced Female House Manager-Bengaluru

Description

She ensure residence operations, staff, and vendors, household efficiency, handle administrative tasks, and often manage security and luxury inventory. Key responsibilities include housekeeping supervision, vendor management, and providing a high standard of living

Responsibilities

Core Responsibilities & Roles

Operations Management: Managing daily routines, maintenance, and facility operations. Staff

Leadership: Coordinating domestic staff (cooks, maids, cleaners) and supervising household repairs.

Vendor Management: Handling procurement and interacting with outside contractors.

Administration: Budgeting, inventory control, and ensuring household security

Common Job Requirements:

Experience: Often require 3 to 10+ years of experience in hospitality, facility management, or private households.

Skills: Strong communication (often English), leadership, organization, and problem-solving abilities.

Background: Experience in luxury residential management or hotel management is highly preferred

Qualifications

Any UG/PG with excellent communication skills, 5+yrs of similar experience is must

Job Benefits

food and accommodation with excellent salary

Contacts

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Hiring organization

Sai Secretarial services

Employment Type

Full-time

Beginning of employment

Immediate

Duration of employment

minimum 1yr

Industry

HNI Costumers

Job Location

Bengalore, Karnataka

Working Hours

live in, work as per need

Base Salary

Rs 65,000 - Rs 1,00,000

Date posted

May 2, 2026