Experienced Female House Manager-Bengaluru

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

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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JOBS