



WILLIAM GRANT & SONS

ROLE PROFILE

Job Title	Housekeeping
Internal Reference	BBUMK-133
Business Unit / Group Function	BBU
BU Team / Sub-Function	Marketing-Visitor Services
Location	Dufftown
Team Leader	Housing Team Co-ordinator/Housing Team Leader
Team Members	N/A
Job Level	5
Role Purpose To deliver an excellent standard of Housekeeping and janitorial tasks throughout all areas on the Dufftown Site and/or Company properties.	
Accountabilities <ul style="list-style-type: none">• Plan and undertake all Housekeeping duties to an acceptable standard for all Company Houses and Visitor Centre buildings.• Liaise with internal colleagues to ensure Company House Visitor's needs are met timeously.• Undertake all general janitorial duties within Visitor Centre, Brand Centre and Robbie Dhu centre.• Ensure that all vehicles are fully equipped for day-to-day service of Company properties.• Ensure that all equipment is kept in good order, and meets the company policies.• Participate in the On-call rota.• Contribute appropriately to team meetings and supports the implementation of team strategy, plans and continuous improvement projects.• Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy.	