

連續兩年獲「傑出僱主」認證
因您而用心 全方位福利 多元化發展
A TOP EMPLOYER CERTIFIED FOR TWO CONSECUTIVE YEARS



Housekeeping Public Area - Head

Job Descriptions:

- ❖ Monitor the standard of cleanliness in all public areas including C&E, F&B outlets, Entertainment venues, Casino, Paiza, Mall, Hotel command areas, Heart Of House areas, and other command areas
- ❖ To manage the day-to-day operation of the Internal Maintenance department teams, providing supervision, direction and leadership to PA Team Members on all shifts and to monitor efficient and optimum levels of service standards
- ❖ Monitor and control inventories, consumption and wastage of equipment, operating supplies, cleaning supplies
- ❖ Monitor and from time to time directly conduct training sessions with other team members

Position Requirements:

- ❖ 3 – 4 years of work experience in supervising Housekeeping related operations
- ❖ Good command of English, Mandarin and Cantonese
- ❖ Knowledge of Opera, PMS and Housekeeping software
- ❖ Proficient in Microsoft Office (Word, Excel, PowerPoint)

Hotline: 8118 6293

If you are interested, please send your CV to sclcareer@sands.com.mo



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管家部公共區域 – 主任/主任培訓生

工作內容:

- ❖ 監督公共區域和後勤區域檢查工作，確保清潔衛生持續維持高標準
- ❖ 保持清潔用品及營運物資的充足庫存，並妥善記錄
- ❖ 預判客人需求，及時回應並尊重每一位客人，建立良好的客戶關係，確保客人時刻滿意

職位要求:

- ❖ 具1-2年相關工作經驗獲優先考慮
- ❖ 操良好廣東話、普通話及英語

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管家部公共區域 – 協調專員

工作內容:

- ❖ 為管家部公共區域部門處理及按時完成調度工作
- ❖ 為各部門之來電提供諮詢，包括及時接聽及處理內部服務申請、收發及回覆電郵
- ❖ 處理及跟進部門的文書工作

職位要求:

- ❖ 熟悉電腦操作及文書處理
- ❖ 操良好廣東話和普通話，及具基本英語溝通能力

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