LIVE-IN EXECUTIVE HOUSEKEEPER (Female)

Job Description:
General Purpose is to maintain a clean, sanitary, comfortable and tidy environment, to plan and provide meals for household.

Qualifications:

- Must have a NCII Certificate in Household Services/Housekeeping
- Must be a full-time live-in member of household
- Must be available to work weekends and public holidays
- Must be available to travel with family when need arise
- Must have at least two (2) years' Experience

Key responsibilities:

- Taking care of the needs of the household
- Planning and preparing meals in accordance with proper nutrition and dietary requirements
- Assisting in the preparation of the annual operating budget and financial plans which support the overall objective of the housekeeping function
- Maintaining records and controlling expenses within all areas of housekeeping
- Laundry services inclusive of washing, ironing and sorting of clothes

All Applicants must submit applications with resume and
photo and written recommendations from previous employers by
NOVEMBER 10, 2026
to:
hiringtrinidad@gmail.com
Applicants are also requested to submit a copy of their application with resume to:
Chief Manpower Officer, Ministry of Labour, Small and Micro Enterprise Development
Duke Place, 50-54 Duke Street, PORT OF SPAIN
OR Email to cmo.resumes@gov.tt"