



DOMESTIC PERSONNEL

PLACEMENT TRAINING CONSULTATION  
AMERICAS EUROPE MIDDLE EAST ASIA AFRICA

A service provided by Vivez la Vie

## GOVERNESS / DOMESTIC AIDE OPEN POSITION

Our client seeks an experienced governess / domestic aide who will be responsible for the day to day running of their Île-des-Soeurs residence. The position is part-time (25 to 28 hours/week) and live-out, Tuesday to Friday, 10am to 6pm. Hourly salary is 15 to \$20 /hour, but could vary depending on experience. Supervised directly by the employer, the successful candidate will:

- Day to day running of residence.
- Daily cleaning and care of the residence.
- Maintaining the general appearance of the home.
- Carry out washing of sheets and towels as well as ironing.
- Make the beds.
- Planning and preparation of the dinner.
- Run errands including grocery shopping and carry out special requests on occasion.
- Handling special requests and related duties as needed.
- Live-in while the employer is travelling.
- Take care of the dogs.

### Requirements:

- A minimum of 2 years of work experience in a private household or luxury hotel.
- Excellent French or English communications skills.
- Good healthy family grade culinary skills.
- Flexibility to work outside of strict job description parameters, thinking creatively about how to provide the highest quality of service.
- Have outstanding verifiable references.
- Must have a vehicle and a valid driver's license.
- Non-smoking environment.
- Must like dogs.
- Be at ease using a Smart Phone and using the internet.

### Qualities:

- Initiative in tackling home projects hands-on.
- Professional, polished, and discreet, maintain confidentiality at all times.
- Energetic with a strong work ethic, strong communication skills and ability to anticipate needs of the employer.
- Exceptional organizational skills.
- Ability to work independently.

### FOR INFORMATION

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