

PERMANENT FULL-TIME LIVE-IN HOUSEKEEPER COOK

MAIDENHEAD | BERKSHIRE | GB

Salary: £17–£20 gross per hour

PHS Job 3610

A welcoming private household based in Berkshire is seeking an experienced and reliable full-time live-in Housekeeper Cook to assist with the day-to-day care and organisation of the family home.

The property is situated in a pleasant and established residential area near Maidenhead, offering an attractive setting and a comfortable, well-maintained working environment. The residence is arranged principally across one level, with separate private accommodation available for the successful professional.

The role will include general cleaning, laundry and ironing, changing bed linen, basic wardrobe organisation, household errands and keeping the home clean and well organised. The family is looking for someone who is attentive, takes initiative, and is comfortable managing their daily responsibilities independently.

Cooking will be a straightforward part of the position, with simple family meals required rather than formal or chef-level cooking. The Housekeeper Cook may also assist with grocery shopping or online orders and help keep the kitchen, fridge, and cupboards clean and organised.

The household has a friendly dog and cat, so the professional must be comfortable around animals and happy to assist with feeding, walks, and their general day-to-day care when required.

The principals spend part of the year overseas. During these periods, the Housekeeper Cook will remain responsible for looking after the home, keeping it secure and well maintained, providing access to authorised contractors when needed, and reporting any relevant household matters to the principals.

The usual working schedule will be Monday to Friday, although some occasional flexibility may be required when contractors are attending or when a weekend working day is needed. Alternative time off during the week would be provided in these circumstances.

The family is seeking a dependable, discreet, and organised professional who will respect their privacy, use initiative appropriately and take good care of the home.

Only applicants with a valid right to work in the United Kingdom, strong checkable references, and a current DBS certificate or willingness to obtain one will be considered.

Position Details

Type: Full-Time, Permanent, Live-In

Employment Basis: Formal employment

Working Days: Five days per week, normally Monday to Friday, with occasional flexibility to substitute a weekend day by prior agreement

Working Hours: Approximately 40 hours per week

Cooking: Simple family cooking and basic meal preparation

Pets: Dog and cat; routine pet care required

Driving: Required; confident driver with at least three years' driving experience

Vehicle: Automatic vehicle available for work-related duties

Parking: On-site parking available

Language: Good communicative English is essential; Arabic or French would be advantageous but is not required

Dress Code: Apron preferred for housekeeping duties

Salary: £18–£25 gross per hour, depending on experience

Location: Maidenhead area, Berkshire

Starting Date: 1 October 2026

Benefits:

- Separate private cottage-style accommodation with living area, kitchen facilities, bathroom, and separate entrance
- Possibility of visits from family and friends with prior approval of the principals
- Possibility to have own pets in the cottage
- The principals are often away from the property which gives the opportunity for genuine ownership of the property presentation

Duties and Responsibilities

- Keeping the family home clean, tidy and well organised.
- Cleaning bedrooms, bathrooms, reception areas, the kitchen and other household spaces, including occasional deeper cleaning.
- Completing laundry, ironing, bed-linen changes and arranging dry cleaning when required.
- Keeping wardrobes, drawers, clothing, footwear and accessories organised, with occasional packing assistance if needed.
- Preparing guest rooms and ensuring they are clean and ready for visiting family or guests.
- Preparing simple family meals and assisting with basic food preparation.
- Managing grocery shopping or deliveries and keeping the kitchen, fridge and cupboards clean and organised.
- Caring for the family's dog and cat, including feeding, walking and general day-to-day care.
- Running reasonable household errands and keeping an eye on everyday household supplies.

- Providing access to authorised gardeners, maintenance professionals and contractors, and reporting any relevant matters to the principals.
- Looking after the home during the principals' absences and maintaining the usual household routines.
- Being flexible around occasional entertaining, contractor visits and agreed changes to the usual weekly schedule.

Minimum Requirements

- Previous housekeeping experience in a private home.
- Good cleaning, laundry, ironing, bed-linen, and general household-organisation skills.
- Preparing simple family meals.
- Genuine affection for dogs and cats and providing their day-to-day care.
- A valid driving licence and confidence driving an automatic vehicle.
- A proactive and organised approach, with good attention to detail and the ability to work independently.
- Looking after the property while the principals are away and providing access to authorised contractors when required.
- Reliable, discreet and respectful of the family's privacy.
- Good communicative English; Arabic or French would be an advantage but is not essential.
- Valid UK right to work