



Hopetoun House – Permanent Cleaner/Housekeeper

Salary: £12.60 per hour | 25 hours per week

Location: South Queensferry

Hopetoun House, often described as Scotland's finest stately home, is a place of history, grandeur and hospitality. Just outside Edinburgh, we welcome over 50,000 visitors each year to explore our heritage, attend events, and experience the magic of this exceptional place. As a registered charity, we are committed to the care, conservation and celebration of Hopetoun House, and we're looking for dedicated people to help us do just that.

We're currently seeking a warm, reliable and detail-focused Cleaner/Housekeeper to join our close-knit Housekeeping Team on a permanent, part-time basis. If you take pride in keeping beautiful spaces clean, are comfortable working in a heritage environment, and want to be part of a friendly, supportive organisation - we'd love to hear from you.

Why Join Hopetoun House?

We believe in looking after the people who help us look after Hopetoun. When you join our team, you'll benefit from:

- Real Living Wage – £12.60 per hour
- Pension scheme – helping you plan for your future
- Warm, supportive working environment – where your work is valued
- Free access to Hopetoun House – for your family and friends
- Staff discount – in our charming tearoom
- Exclusive ASVA card – free access to hundreds of visitor attractions across Scotland
- Regular staff social events – get to know the team and enjoy special occasions together
- Free transport – to and from South Queensferry if needed

About the Role

You'll play a vital part in the day-to-day cleaning and presentation of our public areas helping ensure our historic rooms and spaces look their absolute best, whether for daily visitors or special events. You'll work under the guidance of the Head Housekeeper and alongside a dedicated team who care deeply about the details.

Duties will include:

- Daily vacuuming, dusting, and floor polishing
- Cleaning public WCs and restocking toiletries
- Cleaning rooms before and after events
- Careful cleaning of antique furniture and historic interiors (full training provided)
- Occasional high-level cleaning with ladders
- Use of buffers/polishers (training provided)
- Supporting any other tasks required to maintain our exceptional standards
- This role does **NOT** include the family/resident areas, bedrooms or catering kitchens



Working Hours

Off-Season (October to Easter):

- Monday to Friday, 07:00 – 12:00
- Occasional weekend work depending on events schedule

Visitor Season (Easter to end of September):

- 5 days per week, 06:00 – 11:00 (including alternate weekends)
- Or 5 days per week, 06:00 – 11:00 Sunday to Thursday, if preferred

What We're Looking For

We're looking for someone friendly, reliable, and happy to work to direction and take initiative as part of the team. Ideally, you'll have some housekeeping or cleaning experience especially in a heritage, events, or corporate setting but we provide full training, so it's not essential. An interest in historic properties or visitor attractions is a bonus.

Please note: public transport is limited, so access to your own transport is an advantage. However, we can provide transport to and from South Queensferry.

To apply, please send your CV and a short covering note for consideration to:

finance.officer@hopetoun.co.uk

Hopetoun House Preservation Trust – Charity No SC009760