



**LIVE IN OR LIVE OUT HOUSE MANAGER/CHAUFFEUR JOB  
FULL TIME HOUSE MANAGER JOB, ANTIBES | FRANCE  
SALARY: Negotiable**

**PHS Job 2476**

We are currently seeking an experienced house manager to oversee the efficient operation of our client's properties in France. Collaborating closely with the principals, your main responsibility will involve managing multiple villas in Antibes and apartment in Monaco, ensuring a comfortable living environment for the principal's family, and providing chauffeur services. The principal regularly travels between Antibes and Monaco with occasional trips to Courchevel, and short business visits to Italy.

The preferred candidate should have personal experience residing in France, possess a deep understanding of the country and its governmental structures. Speaking French is a requirement for applying for this vacancy. To be fluent in Russian language is essential, as other staff members do not speak languages other than Russian.

The position offers flexibility, allowing for either a live-in or live-out arrangement. For a live-in candidate, a separate unit will be provided within the grounds of the Antibes villa. Alternatively, for a live-out candidate, a housing allowance is available to cover rental expenses between Antibes and Monaco.

The primary responsibilities of the House Manager will involve supervising repairs, overseeing the overall maintenance and operation of the family's properties and grounds in France. This includes budget management, procurement, and supply oversight. Daily tasks encompass essential activities in the villas such as maintaining cleanliness, mowing the lawn, tending to trees and flowers, preparing the beach for guest reception during the season, and ensuring the functionality of all engineering systems.

Additionally, the House Manager will be responsible for the upkeep and management of the family's luxury cars. The role extends to serving as a driver with a comprehensive understanding of roads and the ability to navigate without reliance on navigation systems.

The working days will be 6 days per week and it will be usually from 8:00 am to 6:00 pm. However, the working hours might be extended or shortened because being a House Manager requires one to be in the house whenever work is needed.

**Perfect Household Staff • Residency Concierge & Domestic Recruitment**

15 Stratton Street • London, W1J 8LQ • phone: +44 (0)203 318 4468 • fax: +44 (0)207 960 6100  
Company N.7197595 • email: [enquiries@perfecthouseholdstaff.co.uk](mailto:enquiries@perfecthouseholdstaff.co.uk) • [www.perfecthouseholdstaff.co.uk](http://www.perfecthouseholdstaff.co.uk)



The principals are looking for someone very hands-on, organised, hard-working, independent and resourceful. The ideal candidate must be very flexible and have the ability to take directions, working to the high standards required by the principal.

*As one of the top-rated domestic staffing agencies, we help job seekers to find a full time house manager jobs for more than 15 years. We are one of the top domestic staffing agencies in France. If you are looking for a house manager job, here's your moment.*

**Only candidates who have the eligibility to work in the EU will be considered for this role.**

**Type:** full time, live out or live in permanent

**Salary:** Negotiable

**Working hours:** 8 am – 6 pm, flexibility is required

**Working days:** 6 days per week

**Location:** Antibes, France

**Language:** French, Russian

**Starting date:** ASAP

**Duties of the full time house manager include, but not limited to:**

- Budget planning and execution, as well as overseeing supply and purchasing activities
- Assisting staff on shopping trips
- Daily execution of tasks at the villas
- Seasonal preparation of villas within the allocated budget
- Search for contractors, contract negotiation, and monitoring of their execution
- Maintenance and management of luxury-class cars
- Driver duties
- Ensuring the technical maintenance of two villas and landscaping of the surrounding area
- Monitoring the condition of engineering systems and equipment
- Organization of a system for accounting, storage, and movement of material assets
- Providing reports on work performed and expenditures
- Property management during rentals, ensuring tenants have everything they need
- Restaurant reservations for guests and the family
- Accompanying to banks, insurance companies, and government and administrative authorities in France and Monaco
- Assistance in understanding French language

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### **Requirements for the full time house manager job:**

- 3 years of similar experience within a private family
- Excellent contactable references
- EU Full driving licence
- France working permit
- Fluent French and Russian

If you are personally interested in the house manager vacancy or are aware of another potential candidate who may be interested in such a vacancy, please apply via the website or email [viktoria@perfecthouseholdstaff.co.uk](mailto:viktoria@perfecthouseholdstaff.co.uk)

We are always excited to register new applicants and are happy to answer any questions our candidates have on the vacancies!

We are a boutique household staff agency. If you are looking to be employed as a house manager, you have come to the right place. You will be able to see other house manager jobs in our blog - featured positions.