KOKOMO

PRIVATE ISLAND FIJI

SPA SUPERVISOR

An exciting opportunity awaits an experienced and passionate spa professional seeking to further their career in luxury hospitality. Kokomo Private Island Fiji, seeking a dedicated and motivated **Spa Supervisor** to support the daily operations of Yaukuve Spa Sanctuary.

The successful candidate will be a confident, hands-on professional who leads by example, demonstrates exceptional attention to detail and has a genuine passion for delivering personalised guest experiences.

Duties & Responsibilities

- Assist in supervising the day-to-day operations of Yaukuve Spa Sanctuary, ensuring the highest standards of service and presentation.
- Lead by example, supporting and motivating the spa team to consistently deliver exceptional treatments and guest experiences.
- Perform professional spa treatments as required, maintaining the highest technical and service standards.
- Coordinate daily treatment schedules, therapist allocations and guest bookings to ensure smooth spa operations.
- Assist with training, mentoring and developing team members to maintain consistent treatment protocols and service standards.
- Ensure impeccable cleanliness, hygiene, safety and presentation throughout the spa facilities.
- Monitor product usage, stock levels and inventory, assisting with stock control and ordering.
- Handle guest enquiries, preferences and feedback with professionalism, discretion and genuine care.
- Promote spa treatments, wellness experiences and retail products to enhance guest satisfaction and departmental performance.
- Support the Spa and Wellness Manager in implementing operational procedures, achieving departmental objectives and maintaining Kokomo's luxury service standards.

Qualifications & Attributes

- Recognised qualification in Beauty Therapy and/or Massage Therapy.
- Minimum three years' experience in a luxury spa environment, preferably within five-star hospitality.
- Previous supervisory or team leadership experience, ideally within a luxury resort spa.
- Excellent technical treatment skills and comprehensive knowledge of spa therapies and wellness services.
- A positive, confident leadership style with the ability to motivate, mentor and support a team.
- Exceptional guest service skills and a genuine commitment to exceeding expectations.
- Strong organisational, communication and interpersonal skills.
- Experience with spa booking systems, inventory management and retail sales.
- Immaculate grooming, professional presentation and a strong work ethic.
- A flexible, adaptable and hands-on approach, with the ability to thrive in a remote island environment.

Our Location:

- Remote Island and we provide meals, Accommodation & Transportation.

Suitably qualified candidates with relevant experience, eager to join the Kokomo team, based on the island, please email your Cover Letter and CV/Resume hr@kokomoislandfiji.com by COB **17 November 2026.**