

MASTER PROFESSIONAL PORTFOLIO

DEBORAH SLABBERT

Private Home & Lifestyle Manager

More than 30 years of trusted coordination, client service, home oversight, hospitality and operational care.

DISCREET • PERSONAL • TRUSTED



Peace of mind, beautifully managed.

01 | PROFILE

Peace of mind, beautifully managed.

A trusted professional presence for private homes and busy lives

Deborah Slabbert is a Private Home & Lifestyle Manager with a career spanning more than 30 years across client service, operations, property coordination, hospitality, events, executive support and home organisation.

Through Deborah By Design, she brings those strengths together in one highly personalised service: quietly coordinating the people, suppliers, preparations, errands and practical details that help a home run smoothly.

I create order, anticipate what needs attention and make sure the details are handled with care.

Professional strengths

- Trusted client relationships
- Calm operational coordination
- Discretion and sound judgement
- Hospitality and presentation
- Practical follow-through

Personal approach

- Listen carefully
- Clarify the brief
- Agree boundaries
- Coordinate proactively
- Keep the client informed

02 | THE SERVICE

Private Home & Lifestyle Management

Personal support shaped around the household

The service is designed for homeowners who want a trusted, capable person to oversee agreed details—without having to manage every supplier, preparation, request or loose end themselves.

Home oversight

- Private home oversight and property checks while clients are away
- Guest and home preparation, including guest-cottage readiness
- Grocery shopping, household errands, appointments, bookings and gifts
- Move preparation, unpacking and settling-in support
- Home organisation and decluttering, with scope agreed upfront

Lifestyle coordination

- Home styling and presentation
- Small private-function coordination
- Supplier, maintenance and contractor coordination with follow-up
- Day-to-day household administration and coordination of existing staff
- Pet and plant care

03 | IDEAL CLIENTS

Designed for trust, fit and continuity

Discerning homeowners

Clients who value privacy, reliable communication and a refined standard of personal service.

Busy professional households

People balancing demanding careers, family life and full homes who need practical support that reduces their mental load.

Seasonal residents & travellers

Clients who want their Cape Town home checked, coordinated and prepared while they are away or before they return.

Service area

Bishopscourt, Constantia, the Atlantic Seaboard and selected nearby upmarket suburbs.

Deborah intentionally works with a select portfolio so each client receives personal attention and dependable follow-through.

04 | WORKING TOGETHER

Clear arrangements. Thoughtful service.

Ongoing support

- Tailored monthly retainer
- Agreed visit rhythm
- Approved household requests
- Supplier and project coordination
- Home readiness and reporting

Projects & one-offs

- Moves and settling-in
- Organisation and decluttering
- Styling and presentation
- Small private functions
- Other clearly scoped requests

Good boundaries protect good service

Purchases are made only with prior approval and client-provided funds or an approved payment method. Weekend, after-hours, keyholding and house-sitting arrangements are considered only by prior agreement and subject to safety and fit.

What the service does not include

Deborah does not personally provide cleaning, housekeeping or cooking; access bank accounts; conduct client financial transactions; advance personal funds; provide childcare, transport or medical support; sign contracts for clients; or perform specialist building work.

05 | EXPERIENCE

Evidence behind the service

Client Service Ambassador

ISquared Technologies | Feb–Aug 2026

Built trusted client relationships, identified service and process issues, and supported timely internal resolution.

Front of House & Office Manager

Perfect Hideaways | May 2025–Jan 2026

Coordinated office operations, reception, maintenance servicing and detailed sourcing. Supported a once-off arrival-preparation and furnishing project for a nine-bedroom upmarket home, including soft furnishings, refreshments, pantry readiness and flowers.

Real Estate Coordinator

Link Property People | Mar 2024–Apr 2025

Prepared homes for photography and viewings, styled spaces for property imagery, uploaded photographs, drafted property descriptions, delivered plans to professional teams and showed homes to prospective buyers.

Independent Home Organisation Projects

Private Clients | Jan–Dec 2022

Managed a whole-home move into storage for renovations, detailed labelling, the return move, furniture rearrangement, new-piece selection, styling and cupboard decluttering.

Operations Manager

The Kitchen Collective | Jan–Jun 2021

Ran operations for an upmarket kitchen venue hosting chef-led classes, corporate cooking events and media hire; coordinated recipes, groceries, setup, wine service, guest welcome and post-event cleaning teams.

06 | EXPERIENCE

A career built on service and coordination

Manager of a Private Events Space

The Annex, Kalk Bay | Jan–Sep 2019

Managed an intimate community venue and coordinated birthday dinners, book launches, talks, tastings, a pop-up market, music and food-stall experiences.

Events and Marketing Coordinator

Sweet Valley Primary | Jan 2008–Nov 2017

Planned non-academic fundraising and community events around the school calendar, coordinated parent participation and mutually beneficial sponsors, and delivered four major events annually. Funds raised exceeded governing-body expectations and strengthened community connection.

Executive PA / Operations

Meredith Harington Chartered Accountants | 1993–1996

Provided executive support and operational coordination in a professional-services environment.

Client Services

Ogilvy & Mather | 1990–1992

Built an early foundation in client service, communication and coordination within a leading agency environment.

07 | FOUNDATION

Education, interests & professional qualities

Education

- BA degree, University of Cape Town — French and English
- Imperial College, Cape Town — Basic Secretarial Skills
- British schooling in Malawi — O Levels and A Levels

Interests

- Trail running
- Photography
- Entertaining, food and table setting
- Personal cooking
- Reading

The qualities clients can expect

- A warm and professional manner
- Respect for the privacy of the household
- Close attention to detail
- Practical problem-solving
- Clear communication and dependable follow-up

Care for every home as though it were my own.

Start a conversation

MOBILE / WHATSAPP

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SERVICE AREA

Selected Cape Town suburbs