

# Hotel Front Desk Clerk/ Am-PM Shift



usa.arilson@gmail.com

Phone :

Web :

## Job Summary

---

Vacancy :

Deadline : Jan 01, 1970

Published : Dec 24, 2024

Employment Status :

Experience :

Salary :

Gender :

Career Level :

Qualification :

## Job Description

---

Guest Service / Front Desk Representative , preferably with hotel experience. Holiday Inn Express & Suites Palm Bay is an award winning hotel . Candidates who prefer to make their career in hospitality please contact the undersigned. Requirements: \* Opera PMS Front Office Experience with any Intercontinental Hotel Group property.\*Guest and service oriented,: Guest registration & room assignments and special requests, Check in and out of guests, Credit/cash handling in an efficient and friendly manner including market sales, assisting customers in all inquiries in connection with hotel services, directions, local attractions and any other duties, as assigned.\* Flexible to work all shifts and weekends\* Energetic and enthusiastic about selling\* Aggressive \* Accurately communicate details on accounts to the operating departments in a timely manner \* Understand the hotel's operations, including room types. \* Forward thinking with ability to review and assess financial statements and system reports. \* Front desk person will be compensated good for hourly basis. Candidates with Hotel Experience, please contact the GM ASAP and apply at hotel only NO CALLS PLEASE! If you are not serious in working please do not waste your and our time! Job Type: FULL Time/Part Time Work Remotely No Job Types: Full-time, Part-time Pay: \$14.00 - \$16.00 per hour Expected hours: 32 – 40 per week Benefits: 401(k) 401(k) matching Dental insurance Employee discount Flexible schedule Free parking Health insurance Life insurance Referral program Vision insurance Schedule: 8 hour shift Day shift Evenings as needed Evening shift Every weekend Holidays Morning shift Nights as needed Night shift Overnight shift Overtime Weekends only People with a criminal record are encouraged to apply Education: High school or equivalent (Required) Experience: Guest Service: 2 years (Preferred) Hospitality: 2 years (Required) Shift availability: Night Shift (Required) Overnight Shift (Required) Work Location: In person

## Education & Experience

---

## Must Have

---

**Educational Requirements**

---

**Compensation & Other Benefits**

---