

Hotel Night Auditor

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Phone :

Web :



Job Summary

Vacancy :

Deadline : Jan 01, 1970

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Employment Status :

Experience :

Salary :

Gender :

Career Level :

Qualification :

Job Description

We are looking to add an outgoing and personable night auditor to our amazing team! Must be outgoing, DEPENDABLE, flexible and have great guest service! If this sounds like you, lets chat!! OverviewWe are seeking a dedicated part time Night Auditor and part time evening shift on the front desk to join our team at our beautiful hotel. The ideal candidate will have a passion for hospitality and ensuring exceptional guest service during the night shifts. Responsibilities- Conduct the nightly audit process efficiently and accurately- Handle guest check-in and check-out during late hours- Respond to guest inquiries and resolve any issues promptly- Manage phone systems and assist with reservations- Prepare daily reports for management review Qualifications- Previous experience in a hotel or resort setting required- Proficiency in customer service and guest relations- Familiarity with front desk operations and hospitality- Ability to work independently and handle responsibilities during the night shift We offer GREAT Benefits: * Discounted hotel rooms when you travel *Christmas Bonus Come join a winning team at a fantastic hotel, where we have fun, take pride in what we do, and our guests love us!! Job Types: Full-time, Part-time Pay: From \$18.00 per hour Expected hours: 40 per week Benefits: Dental insurance Employee discount Flexible schedule Health insurance Paid time off Vision insurance Schedule: 8 hour shift Holidays Overnight shift Weekends as needed Experience: Hotel experience: 1 year (Required) Ability to Commute: Vero Beach, FL 32966 (Required) Work Location: In person

Education & Experience

Must Have

Educational Requirements
