

Night Auditor

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Phone :

Web :



Job Summary

Vacancy :

Deadline : Jan 23, 2025

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Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Full job description

Hourly Rate: \$20.00

Are you looking for a place where meaningful moments are made together?

At Marriott Vacations Worldwide (MVW), we make vacation dreams come true for travelers around the world in a supportive, friendly, and beautiful work environment. As a **Night Auditor** at MVW, you will assist in providing our Owners/guests with experiences and events to make memorable vacation memories, where meaningful moments are made together. **Shift:** Part-Time; 3rd shift (Overnight); must be available to work weekends and holidays.

Requirement: Valid Driver's License required.

Where great benefits lead to a life fulfilled.

- Competitive Pay
- Medical/Dental/Vision/401K opportunities
- Travel discounts
- Credit Union Membership
- Tuition Reimbursement
- Professional Counseling & Family Support
- Growth and Development Opportunities
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- Benefit Eligibility will vary by position

Site Specific Perks

- Free on-site parking
- Uniform laundering (Front Office, Engineering, and Housekeeping)
- 40% discount at all on-site Food & Beverage outlets
- Complimentary soft drinks during each shift
- Work shoe credit through Shoes for Crews twice a year
- Company branded coat/jacket for outdoor and travel roles
- Hats and sunscreen are provided, as needed
- Bi-annual team building events
- "Way to Go" Incentive - \$5 per name mention deposited onto Wisely card
- Quarterly celebrations, Associate of the Month, Associate Appreciation Week
- Guest Satisfaction Survey awards if department specific goals are met (up to \$100 a month)

As a Night Auditor, a typical day will include:

- Check figures, postings, and documents for accuracy.
- Record, store, access, and/or analyze computerized financial information.
- Control and secure cash and cash equivalents for property according to cash handling policy and procedures.
- Organize, secure, and maintain all files and records in accordance with document retention and confidentiality policies and procedures.
- Prepare, maintain, and distribute statistical, financial, accounting, auditing, or payroll reports and tables.
- Facilitates check-in/check-out procedures to assist Owners/guests with early departures or late arrivals.
- Answers texts/telephone inquiries and addresses guest requests or concerns.

Guest Experience and Company Standards

- Welcome and greet guests and anticipate and address their needs.
- Interact with colleagues and guests professionally and promptly.
- Contribute to team goals.
- Always follow company policies and safety procedures.

To Become a Night Auditor at MVW:

- Available to work various shifts, holidays, and both weekend days.
- Reach overhead and below the knees, perform bending, twisting, pulling, and stooping, and be able to stand, sit, or walk for an extended period of time.
- Lift/Carry/Push/Pull Items that Weigh up to 25lbs without assistance.
- Position may require background and drug screening contingent on company policy in accordance with applicable legal requirements.

Marriott Vacations Worldwide is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture.

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
