

Overnight Resort Front Office Agent



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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 :

Job Description

Full job description

Loews Hotels & Co is a leading owner and operator of luxury hotels with a portfolio consisting of 26 hotels and resorts in the United States and Canada. Located in major city centers and resort destinations from coast to coast, the Loews portfolio features one-of-a-kind properties that go beyond Four Diamond standards and embrace their "uniquely local" community in order to curate exciting, approachable and local travel experiences for guests.

Position Start Date No Earlier Than March 3, 2025

Preferred Qualifications:

- Basic English language communications required.
- Excellent customer service skills.
- Basic computer skills; Opera experience preferred.
- Requires full availability including days, nights, weekends, and holidays.

Responsibilities:

- Ability to stand for an eight-hour shift.
- Welcomes and registers guests in an outstandingly friendly, professional, efficient manner.
- Obtains necessary credit and payment information from guests.
- Perform check-out and cash handling activities in accordance with cash handling procedures.
- Other duties as assigned.

Loews Hotels & Co is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex or gender (including pregnancy, childbirth and pregnancy-related conditions), gender identity or expression (including transgender status), sexual orientation, marital status, military service and veteran status, physical or mental disability, genetic information, or any other characteristic protected by applicable federal, state or local laws and ordinances.

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
