

Hotel Front Desk Receptionist - Permanent

We will only consider candidates who are legally permitted to live and work in Jersey.

An outstanding Jersey hotel, with 134 bedrooms, a choice of bars and restaurants, Ayurvedic Ayush Wellness Spa and extensive leisure facilities offering the ideal island location on the outskirts of St. Helier for short getaways, spa breaks or family holidays.

The Candidate

Our Front Office department requires an individual with a professional, bright and friendly attitude.

Duties will include, but are not limited to, guest check-in / out, providing a helpful and friendly service to our guests and general reception administration.

Excellent level of spoken and written English is required, and conversation spoken French is desirable.

Qualifications and Experience

Qualification in Hospitality and/or Tourism is desirable along with some experience in a large 4* establishment and knowledge of Opera, but full training will be given.

Please note preference will be given to candidates with previous relevant experience in a similar environment and a very good level of spoken French.

Skills

1. Good communication & fluency in English and French;
2. Great customer care;
3. Good communication skills and a bubbly personality;
4. Adaptable and flexible;
5. Ability to work under pressure and excellent time management;
6. Good interpersonal skills and works well in a team;
7. Highly self motivated and good presentation.

Salary - Commensurate with skills and experience in the field.

Email your detailed CV and cover letter to recruitment@defrance.co.uk

For more information about the Hotel de France please visit our website www.defrance.co.uk

Please note: Unfortunately, due to the large response of applicants, Hotel de France will only contact those candidates who will be invited for an interview. Should you not hear from the Hotel de France within 21 days, your application has been unsuccessful, and we shall not be pursuing your application any further.

Thank you for your interest in the Hotel de France.