



HOTEL DE FRANCE

— Jersey, Channel Islands —

Night Porter – Permanent

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

The Candidate

Our Front Office department requires an individual with a professional, bright, and friendly attitude to assist and take charge of our busy reception operations.

The ideal candidate will be keen to take on new challenges and committed to providing a courteous and professional service to our guests.

You will be expected to be a point of contact for our guests should they have any queries, answering the telephone and providing room service during the night shift, you will also be expected to perform night audit duties.

Qualifications and Experience

Qualification in Hospitality and/or Tourism is desirable.

At least **1 years'** experience in Front Office / Nights within a 4-star establishment is essential. Good customer relations, a good working knowledge of Opera, end of day bookkeeping, auditing and account reconciliation is required.

A current First Aid at Work certificate or similar and Foundation Food Safety or equivalent is required.

Skills

1. An excellent level of spoken and written English.
2. A good level of spoken French and / or German is desirable.
3. Good interpersonal skills and works well in a team.
4. Highly self-motivated with good presentation and time management.
5. Ability to train others effectively.
6. Excellent customer care and a dynamic personality.
7. Ability to work under pressure, adaptable & flexible.
8. Customer driven and keen to develop.

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.