

Front of House Manager – Maternity Leave Cover

Job Overview

The Front of House Manager is responsible for all Front of House areas, including Front Desk Agents, Doorpersons, Porters and Night Audit. Efficiency and impeccable service will be the mantras of this position.

Minimum requirements

- Leaving Certificate or equivalent required.
- Hospitality Management Degree beneficial.
- Minimum two years' experience of previous front of house management work experience and a total of five years' experience in a 4 or 5 star hotel.
- Ability to effectively communicate in English, excellent written, verbal and organizational skills.
- Must be able to multi task and be very detail orientated.
- Excellent knowledge of computers.
- Ability to work on own initiative, but to also work well in a team environment.
- Strong customer development and relationship management skills.
- Strong organizational skills. Ability to multi-task in a high pressure environment.

Preferred requirements

- Fluency in a second language, preferably French, German, Spanish.
- Experience in the use of Hotsoft Front Office system.