

FRONT OF HOUSE PORTER/GENERAL ASSISTANT VACANCY

The Feathers Hotel is seeking a Hotel Porter(Concierge)/General Assistant. With an excellent reputation for quality and customer service this is a perfect opportunity for you to further your experience within the hospitality industry.

Our customers have come to expect a warm welcome from us and that's precisely what you'll be on hand to provide in this role. Your friendly personality is certain to make the process of receiving and registering guests a pleasurable experience for everyone involved. Your excellent organisational skills will mean that all relevant documentation will be carried out efficiently.

This is a great opportunity for either an experienced receptionist or night porter to progress their career further.

The role will work 5 days out of 7 including weekends in shifts of 8 hours. Your responsibilities will include assisting with many and varied guest requirements from check-in to check-out, luggage assistance, answering the telephone and taking reservations, serving drinks and afternoon tea ensuring excellent guest service at all times.

Whether you're greeting guests, serving food & drink, completing the night audit or assisting with luggage, you'll make full use of your calm, helpful personality and unflustered approach.

You'll be well presented and have excellent customer and communication skills with a good command of spoken English. You'll also be able to work as part of a team as well as showing your own initiative whilst displaying exceptional standards of customer care at all times. You will have at least 1 year experience in a 3 star hotel. References are essential.

Candidates must be eligible to live and work in the UK. This is not a live in position.

Salary Negotiable

To apply please send an up to date CV to events@feathers.co.uk

P.S this is not a kitchen porter position