

PART TIME NIGHT PORTER

JOB OUTLINE:

The Front Office department are seeking to recruit a Night Porter to work the night shift from 23:30pm until 08:00am on a rota basis over the period Monday to Sunday.

JOB TITLE: Part Time Night Porter

REPORTING TO: Night Manager

Key responsibilities of the Night Porter will include:

- To assist the Night Manager in the smooth running of the hotel over night
- Welcoming guests to the hotel and ensuring that luggage is delivered correctly
- Being fully aware of the hotel policy in regards to the storage of luggage, parcels and other goods
- Organising taxis and other forms of transport for guests
- Answering general guest queries and being aware of directions to local areas of interest
- Assisting with Room Service orders and preparation of food and drink
- To assist in the bar at functions and clear up there after
- To carry out cleaning duties
- Assist with evacuating the resort if required.
- Carrying out security walks as required
- A clean UK driver's license is required for this role.
- The ideal candidate for the Night Porter position will:
- Have previous experience as a Night Porter within a four or five star hotel
- Have good knowledge of Fermanagh
- Communicate effectively in English
- Be immaculately presented

INTERESTED IN APPLYING?

Please email your contact details and CV to: hr@loughernereresort.com