

Accommodation Manager Jobs in Abu Dhabi | RIXOS

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Company: RIXOS

Location: abu dhabi

Category: other-general

1- Accommodation Manager

Job: Full Time

Location: Abu Dhabi, UAE

Description:

Ready for a career move and be part of the pre-opening team? We are looking for a new talent to play a vital role in our Talent & Culture department working alongside a fantastic Housing team.

Job Responsibilities:As Accommodation Manager you are responsible for managing the administration, security, maintenance and colleague welfare within the housing facilities and your role will include key responsibilities such as:

Ensure that the colleague accommodation is well secured and colleagues are accommodated as per their entitlements in line with the Talent & Culture Policy.

Arrange purchase of furniture, window treatments and floor coverings in accordance with the purchasing policy guidelines.

Maintain up to date records of accommodation, which clearly states occupied and vacant spaces within the colleague housing.

Job Requirements:The ideal candidate will be result oriented, self-motivated and with a positive attitude.

You have the ability to think laterally and have strong social skills and a presence, enabling you to interact and deal with officials effectively.#J-18808-Ljbffr

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