

## Front Office - Intern

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Company: Accor

Location: Dubai

Category: healthcare-practitioners-and-technical

## Company Description

Fairmont The Palm is a luxury, world-class resort located on the iconic Palm Jumeirah Island in Dubai. The hotel features 391 guest rooms and suites with dedicated Fairmont Gold rooms and lounge. A total of 11 food and beverage outlets on property offer international dining options including Michelin Guide recommended 2022 and 2023 Little Miss India, Frevo - Brazilian Churrasco experience, Seagrill Bistro, Ba Restaurant and Lounge, Blowfish, Flow Kitchen, The Cigar Room, Vuvuzela and others. Fairmont The Palm also features an expansive pool and beach area with a health club, Willow Stream Spa and the Fairmont Falcons Kids' Club.

## Job Description

- . To assist in the check ins and the check outs
- . To greet the guest and identify his specific reservation
- . To anticipate and personalize the service for each guest to ensure his satisfaction
- . To follow up of guests during all their stay to ensure their satisfaction
- . To deal with the needs, issues and guest complaints
- . Perform job duties as advised by the Head of the department.
- . Regularly maintain attendance by reporting to shift timing as advised.
- . Establish and maintain good communications and teamwork skills with fellow heartists and

other departments within the hotel as and when required.

. Ensure to maintain the training plan effectively and seek for assistance if any

### **Qualifications**

- . To have an excellent presentation
- . To speak English (oral/written) - Additional Language is a plus
- . To be open minded, dynamic, cheerful, autonomous and organized
- . Currently enrolled in 1st year or 2nd year of the Hospitality College or University

### **Additional Information**

#### **Visa Requirements:**

Please note that you must be eligible to live and work in Dubai.

#### **Why work for Accor**

We are far more than a worldwide leader. We welcome you as you are and you can find a job and brand that matches your personality. We support you to grow and learn every day, making sure that work brings purpose to your life, so that during your journey with us, you can continue to explore Accor's limitless possibilities.

By joining Accor, every chapter of your story is yours to write and together we can imagine tomorrow's hospitality. Discover the life that awaits you at Accor, visit

<https://careers.accor.com/>

Do what you love, care for the world, dare to challenge the status quo! #BELIMITLESS

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