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Front Office Supervisor Jobs In Abu Dhabi | IHG Hotels & Resorts

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Responsibilities

Join us as a Front Office Supervisor and support our dynamic Front Office team at the Holiday Inn Abu Dhabi. You'll have ambition, talent, and some key skills. Because of this vital role, we seek someone who can engage with guests and create a great customer experience. You will be in charge of all activities relevant to the front desk, such as the reception check-in/out. Also, I want you to know that you will be responsible for the rooming of all hotel guests. You will maintain the cash float and ensure accurate daily reports. Your personality will ensure great guest service in line with our brand standards and procedures.

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Requirement

Ideally, you will have two years of experience in a similar role in the hospitality industry

with relevant school/college qualifications. Proficiency in English; knowledge of other languages is a plus. You need to be highly customer-oriented and passionate about your job, with great attention to detail. The right candidate always portrays a professional image and possesses strong multi-tasking & analytical skills.

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