

Front Office Supervisor Jobs in Dubai | Hilton Hotels Careers

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Company: Hilton Hotels

Location: dubai

Category: other-general

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Description:

At Hilton Dubai Palm Jumeirah, a Front Office Supervisor assists in management of daily

Front Office operations and works with customers and Guests to demonstrate capabilities required in the hotel management sector.

Job Responsibilities:

Supervise the efficient operations of reception including check in/out procedures
Support team members in handling guest requests and enquires to ensure a positive outcome is achieved
Ensure that both the Front Office Manager and Reception Supervisors are kept fully aware of any relevant feedback from Guests and/or other departments
Demonstrate a high level of customer service at all times

Job Requirements:

Previous experience in a customer-focused industry
Desire to progress within the Hospitality industry
Positive attitude and good communication skills
Commitment to delivering a high level of customer service

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