

United Arab Emirates Jobs Expertini®

Head Hostess (Monkey Bar)

[Apply Now](#)

Company: Ennismore

Location: Dubai

Category: healthcare-practitioners-and-technical

Company Description

People who love their job put their all into it and aren't interested in the norm. That's just how we are: different, eye-catching and perhaps a little crazy. And we do everything we can to ensure it stays that way – with unconventional added extras and a stimulating environment where our colleagues enjoy their work and are able to achieve their full potential.

One Central's new living room is here. Relaxed, fun and packed full of things to do. Overlooking the Museum of the Future, near Dubai International Financial Centre, the hotel boasts 434 rooms and suites in addition to flexible events and co-working space. A total of five characterful restaurants and bars take guests on a culinary trip around the world.

Job Description

The role of the Head Hostess is to act as the first voice of the business to the outside world by being welcoming and accommodating to all guest enquiries and site visits. The position oversees the reception/hostess teams in order to control and maximise efficiency in reservations, events and with operational service standards. The Head Hostess must create a positive image of the venue within the community and drive traffic to the venue, by interfacing with media, hotel concierges, conventions, festivals and event planners. Assist

and increase sales and customer count with special emphasis on group bookings through the optimization of the client database, management of the reservation system, door policies and client preservation/feedback.

Responsibilities

Responsible for the training of all reception/hostess team members to ensure consistent and high quality standards, discipline and build up high team morale, creating action plans for team member development.

Assign areas of responsibility to reception/hostess staff.

Assist with performance evaluation of line staff.

Posting of positive comments for viewing by all staff – reviewing negative comments with FOH Manager AND Venue Manager

Prepare the daily/weekly/monthly roster in co-ordination with the Operations team

Be fully aware of the Venue licensing regulations, health and safety procedures and to follow them and ensure that all team members are fully trained.

Conduct daily team member communication meetings in the absence of the Venue Manager

Adherence to stock control and par stocks of stationary and of equipment (controlling costs)

Assist, manage and control the use and upkeep of equipment's and assets

Maximize revenue through sales and increase the revenue through up-selling, effective training and motivational techniques with regards to Events and Party Night Tables

Assist in developing strategies to increase sales

Be familiar with current industry trends and make suggestions how these could be brought into the company to increase revenues and add guest offering/themes.

Manage Reservations and Table Management System

Manage Database and upkeep of information – create reporting templates to update weekly

Manage yearly marketing calendar of events and promotions around town

Establish relationships with hotel concierges by supporting their profession by hosting their meetings (4 per year), invitational concierge cocktails and staying in contact on a regular basis.

Tracking of reservations coming from hotel concierges and administering concierge appreciation program.

Attend all external networking events as directed by Venue Manager and Managing Partner.

Oversee the weekly 'What's on' sheet where management of each restaurant is informed on current events that may affect business. Information gathered via networking & internet research includes:

Plan, organize and execute 'group events', parties, and 'festive events' at the Venue. Ensure success, profitability and guest satisfaction is achieved during these events.

Managing Guest list at the door on theme nights as directed by Venue Manager and Managing Partner

Personal follow-up via phone or email within one week of the event and update the template report as needed and file

Oversee mailing of official thank-you letter in the month following the event

Introducing potential clients to the venue

Qualifications

Hotel related experience field

Admin knowledge

Microsoft office

Minimum of 1 year experience in Food & Beverage area

Middle East experience

Reinforces change through communication, support, and own behaviours in the face of difficulty by implementing various creative solutions

First name *

This field is required.

Last name *

This field is required.

Email *

This field is required.

Phone *

This field is required.

Resume *. We accept .pdf, .doc, and .docx formats.

The file must be of type doc, pdf, docx and not exceed 2MB.

these questions are a must

By clicking submit, I consent to the collection of my data in accordance to Ennismore's privacy policy . If you are a California employee and are interested in learning more about our California Employee Privacy Policy, click here . *

This field is required.

Thank you for applying!

Good luck!

[Apply Now](#)

Cross References and Citations:

1. [Head Hostess \(Monkey Bar\)Searchnzjobs Jobs Dubai Searchnzjobs ↗](#)
2. [Head Hostess \(Monkey Bar\)Denmarkjobs Jobs Dubai Denmarkjobs ↗](#)
3. [Head Hostess \(Monkey Bar\)Topfishjobs Jobs Dubai Topfishjobs ↗](#)
4. [Head Hostess \(Monkey Bar\)Gurujobs Jobs Dubai Gurujobs ↗](#)
5. [Head Hostess \(Monkey Bar\)Fitnessjobs Jobs Dubai Fitnessjobs ↗](#)
6. [Head Hostess \(Monkey Bar\)Healthybird Jobs Dubai Healthybird ↗](#)
7. [Head Hostess \(Monkey Bar\)Iosjobs Jobs Dubai Iosjobs ↗](#)
8. [Head Hostess \(Monkey Bar\)KenyajobsJobs Dubai Kenyajobs↗](#)
9. [Head Hostess \(Monkey Bar\)Newzealandjobs Jobs Dubai Newzealandjobs ↗](#)
10. [Head Hostess \(Monkey Bar\) Flutterjobsnearme Jobs Dubai Flutterjobsnearme ↗](#)
11. [Head Hostess \(Monkey Bar\) Newyorkcityjobs Jobs Dubai Newyorkcityjobs ↗](#)
12. [Head Hostess \(Monkey Bar\) PathologistsjobsJobs Dubai Pathologistsjobs↗](#)
13. [Head Hostess \(Monkey Bar\) Accountantjobs Jobs Dubai Accountantjobs ↗](#)
14. [Head Hostess \(Monkey Bar\) Findengineeringjobs Jobs Dubai Findengineeringjobs ↗](#)
15. [Head Hostess \(Monkey Bar\) Gigajob Jobs Dubai Gigajob ↗](#)

16. **Head Hostess (Monkey Bar) Searchamericanjobs Jobs Dubai Searchamericanjobs** ↗
17. **Head Hostess (Monkey Bar) Spainjobs Jobs Dubai Spainjobs** ↗
18. **Head Hostess (Monkey Bar) AtlantajobsearchJobs Dubai Atlantajobsearch** ↗
19. **Head hostess (monkey bar) Jobs Dubai** ↗
20. **AMP Version of Head hostess (monkey bar)** ↗
21. **Head hostess (monkey bar) Dubai Jobs** ↗
22. **Head hostess (monkey bar) Jobs Dubai** ↗
23. **Head hostess (monkey bar) Job Search** ↗
24. **Head hostess (monkey bar) Search** ↗
25. **Head hostess (monkey bar) Find Jobs** ↗

Source: <https://ae.expertini.com/jobs/job/head-hostess-monkey-bar--dubai-ennismore-edfb5e55c6/>

Generated on: 2024-05-03 by Expertini.Com