

Hostess

[Apply Now](#)

Company: Accor

Location: Ras Al-Khaimah

Category: healthcare-practitioners-and-technical

Job Description

Company Description

Sofitel Al Hamra Beach Resort

Job Description

Answer telephone within 3 rings, using correct salutations and telephone etiquette.

Take record and confirm restaurant reservations / cancellations in accordance with departmental standards.

Communicate reservation or cancellation changes to management as they arise throughout the shift.

Monitor the preparation of own assignments, ensuring compliance to departmental standards.

Ensure that all menu's, check folders are cleaned and in sufficient quantity.

Ensure that the hostess stand is cleaned and organized.

Review the Reservation book, pre-assign designated tables and follow up on all special

requests.

Greet the guests at the entrance of the restaurant.

Seat Guest accordingly to floor plan / being fair to each waiter.

Show guests their table which has been designated to them

Ensure that the guests are pleased with their table.

Present the open menu to the guest.

Ensure that the tables are set to the best service of the guest.

Anticipate heavy business times and organize procedures to handle waiting lines.

Anticipate guests needs, respond to them promptly and acknowledge guest, however busy and whatever time of the day.

Maintain positive guest relations at all times.

Be familiar with hotel services / activities to respond to guest inquiries accurately.

Handle guest complaints following instant pacification procedures and insuring guest satisfaction.

Monitor guests' reactions and confer frequently with management to ensure guest satisfaction.

Monitor and participate to ensure that all tables are cleared and reset according to the department procedures.

Monitor and maintain cleanliness and working conditions of own section equipment and supplies.

Assist restaurant staff with their job functions to ensure optimum service to guest: when requested.

Promote a cooperative working climate, maximizing productivity and quality.

Do table visits systematically at each meal period to ensure guest satisfaction.

Promote F&B Outlets to each customer in down time.

Successful completion of the training process.

To assist the Supervisor to ensure proper cashiering procedures are followed and accurately balanced.

To assist in Menu printing.

To be entirely flexible and adapt to rotate within the different outlets of the F&B Service.

To carry out any other reasonable duties as assigned by the Outlet Supervisor / Assistant / Manager.

[Apply Now](#)

Cross References and Citations:

1. [HostessUzbekistanjobs Jobs Ras Al-KhaimahUzbekistanjobs ↗](#)
2. [HostessHighestpayingjobs Jobs Ras Al-KhaimahHighestpayingjobs ↗](#)
3. [HostessFinlandjobs Jobs Ras Al-KhaimahFinlandjobs ↗](#)
4. [HostessChilejobs Jobs Ras Al-KhaimahChilejobs ↗](#)
5. [HostessSearchaustralianjobsJobs Ras Al-KhaimahSearchaustralianjobs↗](#)
6. [HostessDatasecurityjobsJobs Ras Al-KhaimahDatasecurityjobs↗](#)
7. [HostessScholarjobs Jobs Ras Al-KhaimahScholarjobs ↗](#)
8. [HostessSeouljobs Jobs Ras Al-KhaimahSeouljobs ↗](#)
9. [HostessKarachijobs Jobs Ras Al-KhaimahKarachijobs ↗](#)
10. [Hostess Petroleumjobs Jobs Ras Al-KhaimahPetroleumjobs ↗](#)
11. [Hostess Jordanjobs Jobs Ras Al-KhaimahJordanjobs ↗](#)
12. [Hostess NgojobsJobs Ras Al-KhaimahNgojobs↗](#)
13. [Hostess Nightshiftjobs Jobs Ras Al-KhaimahNightshiftjobs ↗](#)
14. [Hostess KualalumpurjobsJobs Ras Al-KhaimahKualalumpurjobs↗](#)
15. [Hostess Searcheuropeanjobs Jobs Ras Al-KhaimahSearcheuropeanjobs ↗](#)
16. [Hostess Workfromhomejobs Jobs Ras Al-KhaimahWorkfromhomejobs ↗](#)

17. **Hostess Pinkcollarjobs Jobs Ras Al-Khaimah**[Pinkcollarjobs ↗](#)
18. **Hostess Realestatejobsnearme Jobs Ras Al-Khaimah**[Realestatejobsnearme ↗](#)
19. **Hostess Jobs Ras al-khaimah** [↗](#)
20. **AMP Version of Hostess** [↗](#)
21. **Hostess Ras al-khaimah Jobs** [↗](#)
22. **Hostess Jobs Ras al-khaimah** [↗](#)
23. **Hostess Job Search** [↗](#)
24. **Hostess Search** [↗](#)
25. **Hostess Find Jobs** [↗](#)

Source: <https://ae.expertini.com/jobs/job/hostess-ras-al-khaimah-accor-7362a05ea5/>

Generated on: 2024-05-05 by [Expertini.Com](#)