

# United Arab Emirates Jobs Expertini®

## Hostess - Restaurant

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Company: Apt Resources

Location: Dubai

Category: healthcare-practitioners-and-technical

Our client running trendy and award winning casual dining restaurants are looking for Hostesses to join their team and be the first point of contact for their guests. The Hostess responsibilities include greeting guests, providing accurate wait times and escorting customers to the dining and bar areas. For this role, you should have solid organizational and people skills to make sure our guests have a positive dining experience from the moment they arrive till their departure. You should also be available to work in shifts. Ultimately, you'll ensure we provide excellent customer service and a pleasant dining experience to our guests.

### Responsibilities

- Welcome guests to the venue
- Provide accurate wait times and monitor waiting lists
- Manage reservations
- Escort customers to assigned dining or bar areas
- Provide menus and announce Waiter/Waitress's name
- Greet customers upon their departure
- Coordinate with wait staff about available seating options
- Maintain a clean reception area

Cater to guests who require extra attention (e.g. children, elderly)

Answer incoming calls and address customers' queries

Assist wait staff as needed

## **Requirements**

Previous work experience as a Host/Hostess or Waiter/Waitress

Understanding of restaurant etiquette

Familiarity with health and safety regulations

Experience in managing reservations

Demonstrable customer-service skills

Excellent communication skills (via phone and in-person)

Strong organizational skills with the ability to monitor the entire dining and bar area

Availability to work in shifts as needed

Good physical condition to walk and stand during an entire shift

High school diploma; hospitality certification is a plus

## **Benefits**

AED 2000 to 3300 + 375 Food allowance + 350 to 500 (Service charge Avg) + 600-800

Credit card tips + free Accommodation + Transport + uniforms + Health insurance + air

ticket ( once every two years) + Paid leave as per UAE laws

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