

Laundry Guest Valet

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Company: Le Méridien

Location: Dubai

Category: healthcare-practitioners-and-technical

POSITION SUMMARY

Responsible for greeting the guest upon their arrival, assisting with the unloading of their items in a safe manner. Deliver Laundry and Clothing to guestrooms. Position requires excellent guest service skills and availability to work a flexible schedule. Respond promptly to requests from guests, Front Desk, or At Your Service requests. Monitor the cleanliness and appearance of laundry/dry cleaning. Complete all valet tickets properly to provide proper handling. Coordinate all repairs to appropriate persons and pick-up for delivery when completed. Follow all company policies and procedures; ensure uniform and personal appearance are clean and professional; maintain confidentiality of proprietary information; protect company assets. Speak with others using clear and professional language; prepare and review written documents accurately and completely; answer telephones using appropriate etiquette. Develop and maintain positive working relationships with others; support team to reach common goals; listen and respond appropriately to the concerns of other employees. Comply with quality assurance expectations and standards. Reach, bend, twist, pull, and stoop; grasp, turn, and manipulate objects; move, lift, or carry objects weighing less than or equal to pounds; stand, sit, or walk for an extended period of time. Perform other reasonable job duties as requested by Supervisors.

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