# Hotel Managing Supervisor

Days Inn Innisfail

Job ID
**39472**

| LOCATION | DATE POSTED | EXPIRY DATE | |
|---|---|---|---|
| 5010 40 Ave, Innisfail, AB\| Alberta | 24-03-2026 | 20-09-2026 | |
| **TYPE OF JOB** | **SALARY** | **MIN. EXPERIENCE** | **MIN. EDUCATION** |
| Full Time | CAD 24 | 2 years to less than 3 years | Secondary (high) school graduation certificate |

## Job Details

Employer : Days Inn Innisfail

Position: Hotel Managing Supervisor

Wage: $24.00Hourly, for 30 to 40 Hours per week

Job Duties:
1. Oversee hotel operations during assigned day, evening, or overnight shifts, including front desk, reservations, guest services, housekeeping workflow, and maintenance coordination
2. Supervise and manage hotel staff by assigning tasks, coordinating shift schedules, training new employees, and monitoring performance to ensure efficient operations and high service standards
3. Maintain exceptional guest service by overseeing check-in and check-out processes, responding promptly to guest complaints or special requests, and ensuring guest satisfaction throughout operating hours
4. Ensure compliance with health, safety, and legal regulations by maintaining cleanliness and operational standards and conducting regular inspections and audits
5. Prepare and maintain reports on occupancy, revenue, staff performance, and guest concerns to support operational tracking and management review
6. Communicate operational issues and coordinate with upper management regarding incidents, updates, and process improvements to enhance efficiency and service quality
7. Address operational challenges independently during assigned shifts by coordinating with various departments and ensuring smooth day-to-day hotel operations in the absence of senior management

Terms of employment
: Permanent, Full time

Business Location
: 5010, 40 Ave. Innisfail, AB T4G 1Z1

Requirements:
- Secondary (high) school graduation certificate

- 2 years to less than 3 years of work experience

Language

: English

How to Apply

- By Mail: 5010, 40 Ave. Innisfail, AB T4G 1Z1
- By Email: daysinninisfail@gmail.com

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