Hotel manager

Job ID
41240

R & DQ Enterprises Ltd. O/A Holiday Inn Express & Suites Brockville

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LOCATION	DATE POSTED	EXPIRY DATE
7815 Kent Blvd, Brockville, ON| Ontario	29-09-2026	28-03-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 41.00 hourly	3 years to less than 5 years	Bachelor's degree

Job Details

Hotel manager

Job market information

Position: Hotel manager - NOC 60031

Job details

Location: 7815 Kent Blvd Brockville, ON K6V 6N7

Work location: On site

Salary: 41.00 hourly

Timing: 75 hours per bi-weekly

Terms of employment: Permanent employment | Full time - Early morning, Evening, Shift, Morning, Night, On call, Weekend

Starts as soon as possible

Benefits: Other benefits

Vacancies: 1 vacancy

Overview

Languages: English

Min Education: Bachelor's degree

Min Experience: 3 years to less than 5 years

On site: Work must be completed at the physical location. There is no option to work remotely.

Work site environment: Non-smoking/Air conditioned

Work setting: Staff accommodation available/Urban area/Hotel/motel/resort

Budgetary responsibility: 0 - $100,000

Job Description

Responsibilities

Tasks:

- Develop and implement policies and procedures for daily operations
- Recruit and hire staff
- Supervise staff
- Conduct performance reviews
- Negotiate with suppliers for the provision of materials and supplies

- Conduct training sessions
- Negotiate with clients for the use of facilities
- Perform front desk duties
- Prepare budgets and monitor revenues and expenses
- Implement marketing activities
- Enforce policies and procedures
- Address customers' complaints or concerns
- Assist clients/guests with special needs
- Establish work schedules
- Organize and maintain inventory

Supervision: 11-15 people

Credentials: Certificates, licences, memberships, and courses
- First Aid Certificate
- CPR Certificate

Experience and specialization: Computer and technology knowledge
- MS Word
- Central reservation system (CRS)
- MS Excel
- MS Office
- MS Outlook
- MS PowerPoint
- MS Windows
- Google Drive

Additional information: Work conditions and physical capabilities
- Fast-paced environment
- Work under pressure
- Tight deadlines
- Attention to detail
- Combination of sitting, standing, walking
- Standing for extended periods
- Large workload

Personal suitability
- Client focus
- Efficient interpersonal skills
- Excellent oral communication
- Excellent written communication
- Flexibility
- Initiative
- Team player

Benefits
- Other benefits
- Free parking available

- Learning/training paid by employer

Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups:

Support for persons with disabilities

- Provides physical accessibility accommodations (for example: ramps, elevators, etc.)

Support for newcomers and refugees

- Supports newcomers and/or refugees with foreign credential recognition

Support for mature workers

- Applies hiring policies that discourage age discrimination

Who can apply for this job?

The employer accepts applications from:

- Canadian citizens and permanent or temporary residents of Canada
- other candidates, with or without a valid Canadian work permit

How to apply

- Applying by Direct Apply
- By email: hrhiebrockville@gmail.com

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