

KWA MARITANE BUSH LODGE

VACANCY

This vacancy will be filled taking into consideration the legacy hotel employment equity policy

POSITION: PORTER

Requirements

- At least 1 year's experience in a similar service orientated position
- Excellent communication skills
- Excellent guest relations

Qualifications

- Minimum Std. 8
- Literacy and Basic Mathematics essential

Date required

- 02 August 2010

Key Areas of Responsibility

- To ensure the best possible service to the hotel's guests and visitors. To also exceed the expectations and services of all the hotel's guests.
- To provide a presence in the lobby and arrivals area of the hotel.
- To be responsible for guests luggage reaching its intended destination as quickly as possible.
- To assist with the escorting and orientation of arrival guests to the hotel.
- Responsible to operate within the policies and procedures.

Reporting to

- Front Office Manager, Rooms Division Manager

Application

- Applications to be addressed to Cindy Martin, cmartins@legacyhotels.co.za and to reach us by no later than 17h00 on **Friday 30th July 2010**.
- Your application is to be accompanied by a resume.
- Kindly ensure you follow the necessary internal Company Policies and Procedures with regards to applying for internal vacancies.

Please consider your application unsuccessful if you have not heard from us in 2 weeks.