

Career Expo 2019

Vacancy Information Sheet

Company:	Four Seasons Hotel Hong Kong
Position:	F&B Server
Qualifications and Requirements:	1) 1 year F&B experience is advantageous but not a must 2) Able to communicate with guests and colleague in English, Cantonese and Mandarin 3) Able to work in fast-paced, mass volume yet high standard environment
Duties and Responsibilities:	1) Describe the menu items to guests, offer suggestions, take guest orders. 2) Using the point-of-sales system, coordinate food timings, items delivery to the guests in a timely manner. 3) Properly and accurately close guest checks, process payments.
Work Location:	Central
Employment Type:	Full-time
Basic Salary:	HK\$17,000-19,000
Other Benefit(s):	On-the-job Training, Year-end Bonus, Medical, hospitalization and dental plans
How to Apply:	By Email: jobs.hongkong@fourseasons.com By Fax: 31968388

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Company:	Four Seasons Hotel Hong Kong
Position:	Pool Assistant (Lifeguard)
Qualifications and Requirements:	1) Essential to possess valid pool lifeguard award 2) 1 year experience in pool lifeguard/ recreation/ or relevant industry will be an advantage 3) Good in English, Cantonese and Mandarin 4) Flexible to work on shift (From 5:30am to 10:30pm)
Duties and Responsibilities:	1) Perform responsibilities of a lifeguard 2) Welcome and register guests in pool terrace area 3) Provide hotel information and food & beverage services 4) Conduct all operational procedures, setting up pool terrace area, replenish amenities 5) Assist guests in seating, offering towel & amenities
Work Location:	Central
Employment Type:	Full-time
Basic Salary:	HK\$17,000-19,000
Other Benefit(s):	On-the-job Training, Year-end Bonus, Medical, hospitalization and dental plans
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Company:	Four Seasons Hotel Hong Kong
Position:	Spa Concierge
Qualifications and Requirements:	1) One year experience in Hospitality/Customer Service/Health and Beauty industry will be an advantage 2) Excellent in both verbal and written English, Cantonese and Mandarin
Duties and Responsibilities:	1) Welcome and check-in guests for treatments 2) Make reservations, answer phone calls and emails 3) Assist inquiries regarding Spa menu, facilities and products 4) Handle operation of the Spa retail store & Cashiering 5) Offer suggestions proactively according to guest preferences
Work Location:	Central
Employment Type:	Full-time
Basic Salary:	HK\$20,000-22,000
Other Benefit(s):	On-the-job Training, Year-end Bonus, Medical, hospitalization and dental plans
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Company:	Four Seasons Hotel Hong Kong
Position:	Boutique - Guest Relations Officer
Qualifications and Requirements:	1) One year experience in Hospitality/Customer Service/ Retail industry will be an advantage. 2) Good communication skills and selling technique. 3) Excellent trilingual skills in English, Cantonese and Mandarin 4) Flexible to work on several shift duties (opening shift from 7:45am to 4:45pm; closing shift from 1:00pm to 10:00pm)
Duties and Responsibilities:	1) Welcome customers and answer their queries. 2) Ensure high levels of customer satisfaction through excellent sales service. 3) Provide assistance and information on product features. 4) Post charges and settle bill accurately
Work Location:	Central
Employment Type:	Full-time
Basic Salary:	HK\$20,000-22,000
Other Benefit(s):	On-the-job Training, Year-end Bonus, Medical, hospitalization and dental plans
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Company:	Four Seasons Hotel Hong Kong
Position:	Concierge Runner
Qualifications and Requirements:	1) One year relevant experience in hospitality industry will be an advantage 2) Proficiency in English, Cantonese and Mandarin Chinese 3) Excellent interpersonal and communication skills 4) Several straight shift duties, from 6:00am to 12:00mn
Duties and Responsibilities:	1) Assist all guests in handling luggage with high efficiency upon their arrival and departure 2) Greet and welcome all guests at the lobby in a warm and professional manner 3) Provide items delivery service to guests, including packages, parcels and letters, etc 4) Store and retrieve luggage and other objects for guests
Work Location:	Central
Employment Type:	Full-time
Basic Salary:	HK\$14,000-15,000
Other Benefit(s):	On-the-job Training, Year-end Bonus, Medical, hospitalization and dental plans
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