

Career Expo 2019

Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Accounts Clerk
Qualifications and Requirements:	<ul style="list-style-type: none">- Diploma/Certificate holder in Accounting or relevant studies- Possession of LCCI certificate- Proficient in Microsoft Office Excel- Fresh graduate will also be considered- 1 year work experience in hotel industry preferred
Duties and Responsibilities:	<ul style="list-style-type: none">- To maintain payable voucher register, cheque & invoice register and accounts record- Responsible for assisting to check details of accounts
Work Location:	Harbour Grand Hong Kong; Harbour Plaza 8 Degrees; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hp8d@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Barista
Qualifications and Requirements:	- HKCEE / HKDSE or above - Fair English & Putonghua - Fresh graduate will also be considered
Duties and Responsibilities:	Responsible for the daily operation of the cafe corner and provide services to customers
Work Location:	Harbour Plaza 8 Degrees
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Bell Attendant
Qualifications and Requirements:	<ul style="list-style-type: none"> - High School Certificate in relevant discipline - Open-minded, attentive to detail, positive and result-oriented - Good command of spoken English and Chinese - Presentable with Good communication skills - Fair English & Putonghua - Fresh graduate will also be considered
Duties and Responsibilities:	Responsible for receiving guest and assisting the guests with their luggage to and from their room, also delivering all messages and mails to the respective rooms
Work Location:	Harbour Plaza 8 Degrees; Harbour Plaza North Point; Harbour Plaza Resort City; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com ; career.hpnp@harbour-plaza.com ; career.hprc@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Catering Co-ordinator
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree/Diploma holder in relevant discipline - Preferably with 1 year relevant experience in Hospitality industry - Good command of both spoken and written English and Chinese
Duties and Responsibilities:	Provide administrative support to the Catering Team
Work Location:	Kowloon Harbourfront Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.khfh@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Commis
Qualifications and Requirements:	<ul style="list-style-type: none"> - Certificate in examination of education or related discipline - Possess good knowledge of Food and Beverage - Fresh graduate will also be considered - Open-minded, attentive to detail, positive and result-oriented
Duties and Responsibilities:	Responsible for ensure food storage, cutting ingredients and cooking in accordance with the hotel standards
Work Location:	Harbour Grand Hong Kong; Harbour Plaza North Point
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hpnp@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Concierge Ambassador
Qualifications and Requirements:	<ul style="list-style-type: none"> - Have good service sense - Pleasant and readily to start conversations with others with ease and professionally - Good command of spoken English and Chinese
Duties and Responsibilities:	<ul style="list-style-type: none"> - To provide a high quality of concierge services to guests, be proactive to Handle their needs and enquiries - Assist arrival and departure guests in baggage Handling - greet guests at hotel entrance and lobby area
Work Location:	The Kowloon Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.klnh@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Concierge Assistant
Qualifications and Requirements:	<ul style="list-style-type: none">- Certificate in examination of education or related discipline- Good communication skill and conversational in English- Fresh graduate will also be considered
Duties and Responsibilities:	Provide porter services to hotel guests and handling guests' enquiries
Work Location:	Harbour Grand Hong Kong
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Concierge Officer
Qualifications and Requirements:	<ul style="list-style-type: none">- Good command of spoken English and Chinese- Pleasant and courteous personality- Good interpersonal skill
Duties and Responsibilities:	Responsible for greeting guests arriving and departing to/from the Hotel and handling guests' luggage
Work Location:	Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Fitness Centre Ambassador
Qualifications and Requirements:	<ul style="list-style-type: none"> - Possess general knowledge of fitness equipment and trend - Certified life guard - Good command in English, Cantonese and Mandarin
Duties and Responsibilities:	Facilitate an effective operation of fitness center (gym and pool) and ensure a high standard of service is maintained
Work Location:	Harbour Grand Hong Kong; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Fitness Centre Attendant
Qualifications and Requirements:	<ul style="list-style-type: none"> - Secondary education or above - Fair English & Putonghua - Possession of life-saving certification - Fresh graduate will also be considered
Duties and Responsibilities:	To assist hotel guests to use fitness centre facilities and swimming pool
Work Location:	Harbour Plaza 8 Degrees
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Guest Relations Officer
Qualifications and Requirements:	<ul style="list-style-type: none"> - Have good service sense - Pleasant and readily to start conversations with others with ease and professionally - Good command of spoken English and Chinese - Familiar with Opera System will be an advantage
Duties and Responsibilities:	Club lounge operations such as check in/out, currency exchange, control Room Keys, F&B services
Work Location:	The Kowloon Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.klnh@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Guest Safety & Services Officer
Qualifications and Requirements:	<ul style="list-style-type: none"> - Form 5 or graduate of Diploma of Secondary Education Examination - 1-2 year work experience in hotel or service industry - Able to communicate in English and Putonghua - Holder of valid security personnel permit - Fair English & Putonghua - Fresh graduate will also be considered
Duties and Responsibilities:	Perform patrols of hotel premises and surroundings, handle incoming phone calls and guests' enquiries, provide concierge assistance to arriving and departing guests and crowd control in hotel lobby
Work Location:	Harbour Plaza 8 Degrees; Rambler Garden Hotel; Rambler Oasis Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com ; hr.garden@ramblerhotels.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Guest Services Agent
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree/Diploma holder in hotel or Tourism management - Preferably with relevant experience in Front Office operation - Good communication and interpersonal skills - Good command of both spoken and written English and Chinese
Duties and Responsibilities:	Responsible for the checking-in and checking-out procedures, and handle guests enquiries
Work Location:	Harbour Plaza Metropolis; Kowloon Harbourfront Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hpme@harbour-plaza.com ; career.khfh@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Guest Services Ambassador
Qualifications and Requirements:	<ul style="list-style-type: none"> - Preferably with Higher diploma in Hotel Management - Internship / work experience in hotel industry is preferred - Excellent command of English, Cantonese and Mandarin - Knowledge of hotel front desk operation is an asset but not essential
Duties and Responsibilities:	Responsible for the courteous and efficient check-in and check-out of hotel guest. Handling guests' enquiries
Work Location:	Harbour Grand Hong Kong; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Guest Services Officer
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree/Diploma holder in Hospitality Management or other related discipline - 1 - 2 years related working experience will be an advantage - Excellent command of both spoken and written English and Chinese - Pleasant and courteous personality - Customer-oriented with strong communication skills
Duties and Responsibilities:	Responsible for guests' check-in and check-out, handle incoming phone calls and guests' enquiries, provide administrative support in preparing reports and records keeping
Work Location:	Harbour Plaza 8 Degrees; Harbour Plaza North Point; Harbour Plaza Resort City; The Kowloon Hotel; Rambler Garden Hotel; Rambler Oasis Hotel; Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com ; career.hp8d@harbour-plaza.com ; career.hpnp@harbour-plaza.com ; career.hprc@harbour-plaza.com ; career.klnh@harbour-plaza.com ; hr.garden@ramblerhotels.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Host / Hostess
Qualifications and Requirements:	<ul style="list-style-type: none"> - Diploma/Certificate holder in Hotel or relevant studies - 1 - 2 years related working experience will be an advantage - Good command of English and Putonghua - Presentable with good interpersonal and communication skills - Open-minded, attentive to detail, positive and result-oriented - Fresh graduate will also be considered
Duties and Responsibilities:	Responsible for reinforces hotel image and impress customers with warm hospitality during their dining at the restaurant
Work Location:	Harbour Grand Hong Kong; Harbour Plaza 8 Degrees; Harbour Plaza North Point; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hp8d@harbour-plaza.com ; career.hpnp@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Housekeeping Assistant
Qualifications and Requirements:	<ul style="list-style-type: none">- Certificate in examination of education or related discipline- Fresh graduate will also be considered- On shift duty is required
Duties and Responsibilities:	Replenish amenities according to the operational standards
Work Location:	Harbour Grand Hong Kong
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Housekeeping Coordinator
Qualifications and Requirements:	<ul style="list-style-type: none"> - Diploma/Certificate holder in Hotel or relevant studies - 1 - 2 years of working experience in hotel industry will be an advantage - Basic computer operation knowledge - Excellent telephone manner and interpersonal skills - Good command of English and Putonghua - Fresh graduate will also be considered
Duties and Responsibilities:	Responsible for answering phone calls enquiries and provide administrative support for the Housekeeping department
Work Location:	Harbour Grand Hong Kong; Harbour Plaza 8 Degrees; Harbour Plaza Resort City; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hp8d@harbour-plaza.com ; career.hprc@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Human Resources Assistant
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree holder in Human Resources / hospitality management - with knowledge / experience in hospitality industry would be an advantage - Pleasant and Outgoing with good communication and interpersonal skills - Hands on experience in MS Office and Chinese Word Processing - Good command of both spoken and written English and Chinese
Duties and Responsibilities:	To provide effective and efficient administrative support for the smooth operation in all functions of the Human Resources Department
Work Location:	Harbour Grand Kowloon; Kowloon Harbourfront Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com ; career.khfh@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Lifeguard
Qualifications and Requirements:	- Valid pool lifeguard award
Duties and Responsibilities:	Safeguard swimmer safety
Work Location:	Harbour Plaza Resort City
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hprc@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Marketing Communication Executive
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree holder in Communications, hospitality management or Business Administration - Proficient in Microsoft Office such as Word, Excel and powerpoint - Creative thinker, team player, attentive to details and responsive to change - Excellent command of both spoken and written English & Chinese - Excellent interpersonal and Communications skills
Duties and Responsibilities:	Prepare press releases to local and overseas media strategically before promotion periods commence, coordinate for translation and maintain good relationship with major media
Work Location:	Harbour Plaza 8 Degrees
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Recreation Assistant
Qualifications and Requirements:	- Vocational training with good communication skill
Duties and Responsibilities:	Handle guest enquiries and recreational activities.
Work Location:	Harbour Plaza Resort City
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hprc@harbour-plaza.com

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Company:	Harbour Plaza Hotel & Resorts
Position:	Reservation Agent
Qualifications and Requirements:	<ul style="list-style-type: none"> - Degree/Diploma holder in Hospitality Management or other related discipline - 1 - 2 years of working experience in hotel industry - Excellent command of both spoken and written English and Chinese - Pleasant and courteous personality - Customer-oriented with strong communication skills
Duties and Responsibilities:	Responsible for answering telephone enquiries, handling room reservations
Work Location:	Harbour Grand Hong Kong; Harbour Grand Kowloon; Harbour Plaza 8 Degrees; Harbour Plaza Resort City; Rambler Garden Hotel; Rambler Oasis Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hgkln@harbour-plaza.com ; career.hp8d@harbour-plaza.com ; career.hprc@harbour-plaza.com ; hr.garden@ramblerhotels.com ; career@hotelalexandrahk.com

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Company:	Harbour Plaza Hotel & Resorts
Position:	Reservations Sales Agent
Qualifications and Requirements:	- Diploma holder in Hotel or Tourism Studies - 1-2 years relevant experience in Hospitality industry
Duties and Responsibilities:	Responsible for answering telephone enquiries, handling room reservations
Work Location:	Harbour Plaza Metropolis
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hpme@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Room Attendant
Qualifications and Requirements:	<ul style="list-style-type: none"> - Related Certificate will be an advantage - Mature, independent, hardworking, positive and attentive to detail - Good communication and interpersonal skills - Pleasant and courteous personality
Duties and Responsibilities:	Responsible for keep clean and tidy in all guestrooms or assigned areas according to the hotel standards
Work Location:	Harbour Grand Kowloon; Harbour Plaza North Point; Harbour Plaza Resort City; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com ; career.hpnp@harbour-plaza.com ; career.hprc@harbour-plaza.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Sales Co-ordinator
Qualifications and Requirements:	<ul style="list-style-type: none"> - Diploma/Certificate holder in hospitality management, Business Administration hotel or relevant studies - Proficient in Microsoft Office such as Word, Excel and powerpoint - Good command of spoken English, Cantonese and Putonghua - Fresh graduate will also be considered
Duties and Responsibilities:	Handle incoming phone calls and guests' enquiries, provide administrative support in preparing contracts, reports and records keeping in Sales & Marketing Department
Work Location:	Harbour Plaza 8 Degrees; Harbour Plaza Metropolis; Rambler Garden Hotel; Rambler Oasis Hotel; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com ; career.hpme@harbour-plaza.com ; hr.garden@ramblerhotels.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Server
Qualifications and Requirements:	<ul style="list-style-type: none"> - Preferably with Diploma in hotel management - Possess good knowledge of Food and Beverage - Good command of spoken Chinese and English - Fresh graduate will also be considered
Duties and Responsibilities:	To maintain quality services to customers and communicates as an effective agent between Restaurant Management Staff, Chefs and customers
Work Location:	Harbour Plaza Resort City; Kowloon Harbourfront Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hprc@harbour-plaza.com ; career.khfh@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Service Ambassador (Banquet / Western Restaurant / Chinese Restaurant)
Qualifications and Requirements:	<ul style="list-style-type: none"> - Preferably with Diploma in hotel management - Possess good knowledge of Food and Beverage - Good command of spoken Chinese and English - Fresh graduate will also be considered
Duties and Responsibilities:	To maintain quality services to customers and communicates as an effective agent between Restaurant Management Staff, Chefs and customers
Work Location:	Harbour Grand Hong Kong; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career@hotelalexandrahk.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Services Assistant
Qualifications and Requirements:	- Form 5 or above - Preferably with some customer service experience
Duties and Responsibilities:	Assist guests in handling luggages and greet, escort and farewell guests in lobby
Work Location:	Harbour Plaza Metropolis; Kowloon Harbourfront Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hpme@harbour-plaza.com ; career.khfh@harbour-plaza.com

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Company:	Harbour Plaza Hotel & Resorts
Position:	Services Centre Agent
Qualifications and Requirements:	<ul style="list-style-type: none"> - Presentable and be able to project a smile in the voice while speaking, have excellent customer sense - Good communication skills and interpersonal skills, be able to build good relationship among staff and guests - Self-motivated, and initiated to complete tasks with minimal supervision - Form 5 or above
Duties and Responsibilities:	<ul style="list-style-type: none"> - Handles all incoming and Outgoing telephone calls with courtesy and efficiency - Accurately records all requests for wake up calls and ensures they are handled correctly - Renders assistance to any guest for operator calls etc. whenever requested
Work Location:	Harbour Plaza Metropolis; The Kowloon Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hpme@harbour-plaza.com ; career.klnh@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Technician
Qualifications and Requirements:	<ul style="list-style-type: none">- Form 5 graduate or possess relevant certificate- Holder of registered Electrical worker license A- Willing to work on shift
Duties and Responsibilities:	Responsible for maintaining and repairing facilities in hotel premises
Work Location:	Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Telephone Operator
Qualifications and Requirements:	<ul style="list-style-type: none"> - Preferably with Higher Diploma in hotel - Good command in English, Cantonese and Mandarin - Hotel operational experience preferred but not essential - Pleasant and courteous personality - Good interpersonal skill
Duties and Responsibilities:	Responsible for providing efficient and courteous telephone services by operating the telephone switchboard system and arranging wake up calls
Work Location:	Harbour Grand Hong Kong; Harbour Grand Kowloon; Harbour Plaza Resort City; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hghk@harbourgrand.com ; career.hgkln@harbour-plaza.com ; career.hprc@harbour-plaza.com ; career@hotelalexandrahk.com

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Company:	Harbour Plaza Hotel & Resorts
Position:	Waiter/Waitress
Qualifications and Requirements:	<ul style="list-style-type: none"> - Certificate holder in relevant discipline - Open-minded, attentive to detail, positive and result-oriented - Good command of spoken English and Chinese - Presentable with good communication skills
Duties and Responsibilities:	Responsible for serving food and beverage to the restaurant customers
Work Location:	Harbour Plaza 8 Degrees; Harbour Plaza Metropolis; Harbour Plaza North Point; Hotel Alexandra
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hp8d@harbour-plaza.com ; career.hpme@harbour-plaza.com ; career.hpnp@harbour-plaza.com ; career@hotelalexandrahk.com

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Company:	Harbour Plaza Hotel & Resorts
Position:	Waiter / Waitress (Japanese Restaurant)
Qualifications and Requirements:	<ul style="list-style-type: none"> - Good command of spoken English and Chinese - Knowledge in Japanese would be a great advantage - Pleasant and courteous personality - Good interpersonal skill
Duties and Responsibilities:	Ensuring daily operations are running smoothly and providing Food and Beverage service and general inquiries to all guests
Work Location:	Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Waiter / Waitress (Western Restaurant)
Qualifications and Requirements:	<ul style="list-style-type: none"> - Good command of spoken English and Chinese - Pleasant and courteous personality - Good interpersonal skill
Duties and Responsibilities:	Ensuring daily operations are running smoothly and providing Food and Beverage service and general inquiries to all guests
Work Location:	Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Waiter/Waitress (Western / Chinese Restaurant)
Qualifications and Requirements:	- Have good service sense - Good command of spoken English and Chinese
Duties and Responsibilities:	Prepare station for service i.e. cleaning equipment, setting up tables, refilling stations and guerdon trolleys
Work Location:	The Kowloon Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.klnh@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Western Cook
Qualifications and Requirements:	<ul style="list-style-type: none">- Good command of spoken English and Chinese- Pleasant and courteous personality- Good interpersonal skill
Duties and Responsibilities:	Responsible for preparing quality food and maintaining a good hygienic kitchen
Work Location:	Harbour Grand Kowloon
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.hgkln@harbour-plaza.com

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Vacancy Information Sheet

Company:	Harbour Plaza Hotel & Resorts
Position:	Yield Coordinator
Qualifications and Requirements:	<ul style="list-style-type: none"> - Self-motivated and be able to complete tasks with minimal supervision - Mature and independent - Familiar with Opera System will be an advantage
Duties and Responsibilities:	<ul style="list-style-type: none"> - Answering guest enquiries on hotel rooms - Handling reservations requests from all sources in a courteous manner and performing general clerical duties in reservations Office such as filing, recording information, copying
Work Location:	The Kowloon Hotel
Employment Type:	Full Time
Basic Salary:	To be advised
Other Benefit(s):	To be advised
How to Apply:	career.klnh@harbour-plaza.com