

# Career Expo 2019

## Vacancy Information Sheet

Company:	<b>Regal Riverside Hotel</b>
Position:	<b>Guest Service Officer-Reception</b>
Qualifications and Requirements:	1) Diploma or above in hospitality management or equivalent 2) At least 1 year relevant working experience in hotel industry is preferred 3) Proficiency in Cantonese, English and Mandarin 4) Must be customer-orientated
Duties and Responsibilities:	Responsible for processing the check-in and check-out processes; Handle guests requests, enquiries and complaints
Work Location:	Shatin
Employment Type:	Full-time
Basic Salary:	HK\$14,270
Other Benefit(s):	Annual Leave 12 days, 6 day off per month, Discretionary Bonus, Medical Benefits, Meal provided, On-the-job Training,
How to Apply:	By Email: <a href="mailto:rrh.recruit3@regalhotel.com">rrh.recruit3@regalhotel.com</a>

# Career Expo 2019

## Vacancy Information Sheet

Company:	<b>Regal Riverside Hotel</b>
Position:	<b>Guest-Service Officer-Reservations</b>
Qualifications and Requirements:	1) Diploma or above in hospitality management or equivalent 2) At least 1 year relevant working experience in hotel industry is preferred 3) Proficiency in Cantonese, English and Mandarin
Duties and Responsibilities:	Responsible to handle guests' telephone enquiries, data entry and managing reservations
Work Location:	Shatin
Employment Type:	Full-time
Basic Salary:	HK\$14,210
Other Benefit(s):	Annual Leave 12 days, 6 day off per month, Discretionary Bonus, Medical Benefits, Meal provided, On-the-job Training,
How to Apply:	By Email: <a href="mailto:rrh.recruit3@regalhotel.com">rrh.recruit3@regalhotel.com</a>