

# Career Expo 2019

## Vacancy Information Sheet

Company:	<b>Pacific Palisades Clubhouse</b>
Position:	<b>Clubhouse Concierge Officer</b>
Qualifications and Requirements:	<ol style="list-style-type: none"><li>1. Form 5 standard with certificate in hospitality studies preferred</li><li>2. Minimum 1 year clubhouse or customer service experience</li><li>3. Presentable and service oriented</li><li>4. Willing to work shift hours</li><li>5. Able to communicate in English and Mandarin</li></ol>
Duties and Responsibilities:	Provide quality services to residents and ensure smooth operation of clubhouse counter and customer satisfaction.
Work Location:	North Point
Employment Type:	Full-time / Part-time
Basic Salary:	HK\$14,061
Other Benefit(s):	On- the-job Training, 12 days Annual Leave, Year-end Bonus, Medical Scheme, Dental Scheme and Birthday Leave
How to Apply:	By Email: <a href="mailto:hr@citygarden.com.hk">hr@citygarden.com.hk</a> By Fax: 2806 4032 Whatsapp: 6396 3552