



Front Office Employee - Parttime

Are you the first contact point for the guests of Hotel De Hallen? Do you have strong social and communication skills? Are you representative? And do you take as your responsibility the level of service and quality? Then Hotel De Hallen is the perfect place to use your social skills!

What are the main tasks you need to execute as a Front Office Employee at Hotel De Hallen? As a receptionist, the check-in and check-out procedure is an important task. However, it is even more important to make sure the guests feel at home and to inform them about the nicest hotspots and must-sees in Amsterdam. You like it to listen to their experiences when they return at the hotel. Next to this, managing administrative tasks takes place at your working day. As well as, solving and preventing complaints, because you are the person in charge of making our guests happy. In addition, it is possible that you have to work a night shift if the night auditor is not present.

Who are we looking for?

You, the new Front Office Employee, are experienced in the hospitality industry or you have a completed education in Front Office or Hotel Management. In addition, you manage the Dutch and English language fluently in words and writing. As our first contact point of the employees, you have no problems with making contact with the guests. In other words, you are hospitable and ensure that our guests perceive the best experience in Hotel De Hallen and Amsterdam.

What do we offer you?

In addition to an amazing workplace and a market-based salary, **we offer**

- Discount in all hotels and restaurants of Vondel Hotels
- Collective health insurance and a pension scheme
- Corporate fitness for all our colleagues
- Travel expenses fee (>10km)
- Internal and external training opportunities
- Internal growth opportunities
- Sport events
- An awesome workplace surrounded by art
- A uniform designed by Claes Iversen

We celebrate

- Your birthday
- Employment from 2,5 years
- New Year with a gift
- Every year an employee award per hotel
- New hotel openings

More information about your workplace

Classic, retro and elegant. Step inside Hotel Mercier and feel at home. History relives at the straight friendly hotel with 46 rooms. De authentic Berlage style is showed in the interior. Think of Art deco, robust wooden furniture with a touch of velvet and rich prints. The lobby is built in style of the old library and feels like a second home. The monumental building on the Rozenstraat 12 at a unique location at the Jordaan in Amsterdam is the place to be for sleeping, dining, working or meetup with locals. The philosophy of Helena Mercier, founder of 'Ons Huis' was to bring the neighborhood together, learn from each other and enjoy time together. Hotel Mercier will capture this in our heart.

Do you want to be part of a young and ambitious team? Do you want to work at a unique collection of hotels? Do you want to work in a growing company? Then Hotel Mercier is the perfect fit for you! Do not hesitate and apply! Send your CV and motivation letter to jobs@vondelhotels.com!