



BY VONDEL HOTELS

Front Office Employee – Parttime

Are you the first contact point for the guests of Hotel Monastère Maastricht? 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 Monastère Maastricht 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 Monastère Maastricht? 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 Maastricht. 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 Monastère Maastricht and Maastricht.

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, stylish and trendy, that is how Hotel Monastère Maastricht can be described. The hotel radiates Paris chic, in a monumental monastery with classical elements from the 14th century. This four-star boutique hotel in de Boschstraat is located in the center of Maastricht. The building has a rich history. A mix of classical elements from the past with nowadays' design and art are reflected in the interior and in the 54 rooms. Enjoy our dishes in the restaurant, drink an exciting cocktail at the bar or drink a coffee in the Orangerie, which is connected with our restaurant. In this hotel inside meets outside, which gives an ultimate relaxed feeling in the vibrant city center. A perfect location to work on your laptop and to meet other locals.

The hotel is straight friendly, so we attach a lot of value to tolerance. LGBTI'ers, from young to old, from men to women and from families to friends. Everyone is welcome!

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 Monastère Maastricht is the perfect fit for you! Do not hesitate and apply! Send your CV and motivation letter to jobs@vondelhotels.com!