



AMSTERDAM

## FRONT OFFICE EMPLOYEE | FULLTIME

Are you the first contact point for the guests of Hotel MAI Amsterdam? Do you have strong social and communication skills? And are you representative? Then Hotel MAI Amsterdam is the **perfect** place to use your social skills!

As a Front Office Employee, 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. At the Front Office you have two different kind of shifts: from 07:00 - 15:00 or 15:00 - 23:00. 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 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 MAI Amsterdam. You know exactly what the best things are to experience in Amsterdam and you can inform our guests about it.

### WHAT DO WE OFFER?

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

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

Moreover, **we celebrate**

- Your birthday!
- Employment from 2,5 years
- Every year an employee award per hotel

**VONDEL HOTELS**

THE INSPIRING COLLECTION



AMSTERDAM

## MORE INFORMATION ABOUT YOUR WORKPLACE

Hotel MAI Amsterdam has 81 rooms and is located within walking distance of the central station. In the middle of Amsterdam's Chinatown, one of the most historic districts of the Dutch capital. The boutique hotel features a dreamy combination of Asian influenced mid century furniture and eclectic interior design, that serves as a homage to the cultural history of the property. The harmonious composed décor is adorned with artistic masterpieces, handsomely appointed rooms, breath-taking canal views (every local would love to wake up to) and other extraordinary eye-catchers, assuring a one-of-a-kind hotel experience.

## MAKE IT HAPPEN

Do you want to be part of a young and ambitious team? Then Hotel MAI Amsterdam is the perfect fit for you! Do not hesitate and apply. Send your CV and motivation letter to [jobs@vondelhotels.com](mailto:jobs@vondelhotels.com)

