



## Front of House Hospitality Manager

We are currently hiring for our 2022 season. We are looking for a team member that is passionate about delivering the highest quality hospitality experiences. We are proud that our team embodies the highest standards of integrity, quality and positivity, while providing empowered and thoughtful service to our guests. We're looking for someone to bring to life our philosophy of informal elegance delivering warm, personal service to every guest. We celebrate diversity and are LGBTQ friendly and committed to creating an inclusive environment for all employees.

Angeline's Inn is a County-based portfolio of properties offering luxury accommodation in Bloomfield and Picton. Creative director, Alex Fida's interiors are known for their bold sense of colour and playful nostalgia, inspired by the past and his love of discovering magical places while on vacation. Heritage preservation, adaptive re-use, are at the centre of what makes experiencing these spaces so special.

**Location:** Bloomfield

**Hours:** 30-40 hrs/week

- This opportunity starts as a 21 week contract (May 16th until Oct 21st)
- Under the right circumstances, this role could be divided among two new hires.

**Pay:** \$16 and \$20 an hour

- Perks/Benefits: Opportunity for onsite accommodation to be provided and opportunity for a \$5,000 bonus
- at the end of the season
- Opportunities for Growth: Opportunity for the position to continue into the off-season

### Key Responsibilities

- keyholder; opening and closing for the day (readying public spaces for guests)
- utilize INN Style operating system to process guest bookings, issue receipts, additional charges
- manage daily housekeeping plan; communicate with housekeeping team
- manage contactless check-ins via text/phone
- general room turnover (strip linens, towels, garbage/recycling)
- upkeep daily dish cleaning and food service turnover
- execute breakfast and patio service (deliver food, wine bar knowledge/serving, etc)
- room inspection before guests arrive

- in-person communication with guests; offering tips for local area and experiences
- general emails/phone
- create and post social media content during downtime
- prep for following day (guest packages, confirming breakfast service, light cleaning)

**We are seeking someone who has the following characteristics:**

- genuinely care about serving a curated and thoughtful experience for guests
- deep understanding of a clients' needs
- ability to be both a collaborative team member and a self-motivated independent employee
- attention to detail and self-starter who jumps in to help with anything and everything
- someone who wants to bring themselves to this role - infuse it with their personality, quirks, and interests

**Experience (recommended but not required)**

- previous experience in hospitality and/OR customer service roles
- knowledge of wine and wine pairings
- knowledge of INN Style operating system
- Diploma or Degree in Hospitality and Tourism Management
- restaurant experience a plus (serving, hosting, etc)
- knowledge of Prince Edward County offerings and experiences`

**Please submit your cover letter and resume to [hello@angelinesinn.com](mailto:hello@angelinesinn.com) by March 1, 2022.**