

IMMEDIATE VACANCY



RECEPTIONIST (FEMALE)

Join our team and be a part of Lakegala Resort's commitment to providing exceptional hospitality!

RECEPTIONIST (FEMALE)

Key Responsibility

- ✓ Provide excellent customer service to all guest.
- ✓ Greet all guests and assist them with check outs.
- ✓ Maintain a positive attitude and friendly demeanor.
- ✓ Handle queries and complains via phone, email and general correspondence.
- ✓ Manage guest booking and reservations.

Qualifications Required

- ✓ Should have a work experience as a receptionist preferably in a hotel.
- ✓ Excellent communication skills in english written and verbal.
- ✓ Should possess a pleasant personality.
- ✓ The candidate should be under 30 years of age.

