

Day Receptionist

Passionate person providing a smashing welcome to all guests and offers assistance throughout their stay

We are

The Dominican is a 4* deluxe design hotel, a destination for elegance in the historical centre of Brussels. The Dominican is the first member of Design Hotel™ in Belgium. The Dominican distinguishes itself by offering a unique product and indulgent hospitality.

The hotel offers 150 rooms, 3 Meeting Salons, Gym with sauna and Hamam, Courtyard, Lounge Bar and bustling Grand Lounge.

What to expect

You handle arrivals & departures: greeting, receiving, welcoming and registering guests, maintaining accounts and handling enquiries and undertaking cashiering.

Perform Front of House related administrative tasks.

Communicate and appropriate action to all complaints & queries, while also informing FO Supervisor and Room Division Manager. You would also cover reservations when required.

The perfect match

You have a genuine love for hospitality and assisting guests.

Being an exceptional team player this candidate would also possess excellent interpersonal skills, great attention to detail and is driven by delivering inspirational service.

You possess excellent grooming standards / language qualities in English and Dutch and/or French / excellent communication skills / persuasive power / accuracy / self-confidence / an open mind / hospitality DNA / enthusiasm / a deep love for the city of Brussels / stress resistance and you are a fun person to work with?

Hungry for more details

A flexible full-time schedule to include AM, PM and casual overnight shifts, as well as weekend and bank holidays.

You receive a competitive salary, a meal on duty, a Dominican Experience, yearly comp stay @ Carlton Hotel Collection and staff rates @ Design Hotels.

Delighted to meet you

Are you a passionate and dedicated person who is willing to bring service and hospitality to the next level? Then we would love to receive your CV and motivation!

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