



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/27

Guest Service Supervisor

Job ID	67-4C-06-8E-D4-8C	
Web Address	https://careers.indigenous.link/viewjob?jobname=67-4C-06-8E-D4-8C	
Company	Days Inn & Suites Airdrie By Wyndham	
Location	Airdrie, Alberta	
Date Posted	From: 2021-12-22	To: 2022-06-20
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
Job Salary	\$23/hr, 32-40	
Languages	English	

Description

Days Inn & Suites Airdrie by Wyndham, located at 911 Highland Park Cove NE, Airdrie, AB T4A 0R2 is seeking Fulltime Guest Service Supervisor.

Duties to include:

Hire and train staff in job duties, safety procedures and company policies

- Requisition materials and supplies
- Establish work schedules and procedures and co-ordinate activities with other work units or departments
- Assist clients/guests with special needs
- Co-ordinate, assign and review work
- Ensure smooth operation of computer systems, equipment and machinery, and arrange for maintenance and repair work
- Resolve work-related problems and prepare and submit progress and other reports
- Supervises, trains, and manages performance of front desk staff.
- Ensures each guest is provided with the best possible experience, utilizing tools and techniques provided by the Guest Service Manager.
- Remains calm and alert during emergencies, heavy workloads, and other complications.
- Fields guests' complaints and inquiries while developing and negotiating the most effective solutions.
- Assists the GSM in verifying and confirming all incoming OTA and third- party reservations for accuracy, rate, payment structures and deposits as required.
- Assists the GSM and GM in revenue yielding management meetings.
- Perform the duties of a Guest Service Agent or Night Auditor as required.
- Support and manage the signature training program for the department including reviewing calls, coaching team members, and performance managing when necessary.
- Provide property site tours to potential guests with accurate knowledge of property details and services.
- Ability to communicate efficiently between Guest Services Department and all other hotel departments to assure the highest level of Guest satisfaction
- Conduct performance reviews and performance management when required.
- Complete daily checklists and clearly communicate through daily pass on with colleagues.

Experience

1 to 2 years

Education Requirements

Grade 12 preferred

Other

Days, nights, weekends

Benefits:

- Provincial health coverage

- Group health coverage
- Overtime as per labour law

How to Apply

Apply by email with resume to:

generalmanager@daysinnairdrie.ca

Or by mail to:

911 Highland Park Cove NE

Airdrie, AB T4A 0R2

Job Board Posting

Date Printed: 2024/04/27

Guest Service Supervisor

Job ID	995DF403955B4	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=995DF403955B4	
Company	Days Inn & Suites Airdrie By Wyndham	
Location	Airdrie, Alberta	
Date Posted	From: 2021-12-22	To: 2022-06-20
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
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- Co-ordinate, assign and review work
- Ensure smooth operation of computer systems, equipment and machinery, and arrange for maintenance and repair work
- Resolve work-related problems and prepare and submit progress and other reports
- Supervises, trains, and manages performance of front desk staff.
- Ensures each guest is provided with the best possible experience, utilizing tools and techniques provided by the Guest Service Manager.
- Remains calm and alert during emergencies, heavy workloads, and other complications.
- Fields guests' complaints and inquiries while developing and negotiating the most effective solutions.
- Assists the GSM in verifying and confirming all incoming OTA and third- party reservations for accuracy, rate, payment structures and deposits as required.
- Assists the GSM and GM in revenue yielding management meetings.
- Perform the duties of a Guest Service Agent or Night Auditor as required.
- Support and manage the signature training program for the department including reviewing calls, coaching team members, and performance managing when necessary.
- Provide property site tours to potential guests with accurate knowledge of property details and services.
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Airdrie, AB T4A 0R2

Job Board Posting

Date Printed: 2024/04/27

Guest Service Supervisor

Job ID	EB56E87C114FC	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=EB56E87C114FC	
Company	Days Inn & Suites Airdrie By Wyndham	
Location	Airdrie, Alberta	
Date Posted	From: 2021-12-22	To: 2022-06-20
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- Supervises, trains, and manages performance of front desk staff.
- Ensures each guest is provided with the best possible experience, utilizing tools and techniques provided by the Guest Service Manager.
- Remains calm and alert during emergencies, heavy workloads, and other complications.
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