



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.Link's 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
L9 P23 R4074 HWY 596 - Box 109
Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/08

Hotel Front Desk Clerk

Job ID	98-42-78-CF-08-AA	
Web Address	https://careers.indigenous.link/viewjob?jobname=98-42-78-CF-08-AA	
Company	Peacock Hospitality Group O/a Fernie Fox Hotel	
Location	Fernie, British Columbia	
Date Posted	From: 2023-02-18	To: 2023-08-17
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
Job Salary	\$19.00/hr	
Languages	Speak English, Read English, Write English	

Description

Fernie Fox Hotel in Fernie, British Columbia is currently hiring 3 permanent full time Front Desk Clerks.

Employee Benefits:

- Staff accommodations at \$350/month
- Ski pass
- Gym membership

Duties/Responsibilities:

- Maintain an inventory of vacancies, reservations and room assignments
- Register arriving guests and assign rooms
- Answer enquiries regarding hotel services and registration by letter, by telephone and in person, provide information about services available in the community and respond to guests' complaints
- Compile and check daily record sheets, guest accounts, receipts and vouchers using computerized or manual systems
- Present statements of charges to departing guests and receive payment

8 hours per day, 5 days a week, fixed shift schedule. Work shift schedule is expected to be shifts of 7.5 hours up to 8 hours, depending on business operations. These shifts vary from early morning, afternoon and evening/night shifts.

Location of Employment: 2021 Hwy 3, Fernie, BC V0B 1M1

Experience

1 to less than 7 months Front Desk Clerk experience preferred

Education Requirements

High School Diploma

Essential Skills

Effective interpersonal skills, Excellent oral communication, Client focus, Dependability, Initiative, Organized, Team player, Reliability

Work Environment

Hotel. Attention to detail, Standing for extended periods.

Additional Skills

Good command of the English language, effective communication and interpersonal skills, demonstrates wiliness to learn, customer service oriented, active team player, remains calm under pressure, reliable and dependable, Integrity and Honesty in Personal and Professional Behaviour

How to Apply

Email: apply.ferniefxhotel@gmail.com

Phone: (250) 423-6788

In Person: 2021 Hwy 3, Fernie, BC V0B 1M1

Job Board Posting

Date Printed: 2024/05/08

Hotel Front Desk Clerk

Job ID	05B5373F77201	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=05B5373F77201	
Company	Peacock Hospitality Group O/a Fernie Fox Hotel	
Location	Fernie, British Columbia	
Date Posted	From: 2023-02-18	To: 2023-08-17
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
Job Salary	\$19.00/hr	
Languages	Speak English, Read English, Write English	

Description

Fernie Fox Hotel in Fernie, British Columbia is currently hiring 3 permanent full time Front Desk Clerks.

Employee Benefits:

- Staff accommodations at \$350/month
- Ski pass
- Gym membership

Duties/Responsibilities:

- Maintain an inventory of vacancies, reservations and room assignments
- Register arriving guests and assign rooms
- Answer enquiries regarding hotel services and registration by letter, by telephone and in person, provide information about services available in the community and respond to guests' complaints
- Compile and check daily record sheets, guest accounts, receipts and vouchers using computerized or manual systems
- Present statements of charges to departing guests and receive payment

8 hours per day, 5 days a week, fixed shift schedule. Work shift schedule is expected to be shifts of 7.5 hours up to 8 hours, depending on business operations. These shifts vary from early morning, afternoon and evening/night shifts.

Location of Employment: 2021 Hwy 3, Fernie, BC V0B 1M1

Experience

1 to less than 7 months Front Desk Clerk experience preferred

Education Requirements

High School Diploma

Essential Skills

Effective interpersonal skills, Excellent oral communication, Client focus, Dependability, Initiative, Organized, Team player, Reliability

Work Environment

Hotel. Attention to detail, Standing for extended periods.

Additional Skills

Good command of the English language, effective communication and interpersonal skills, demonstrates wiliness to learn, customer service oriented, active team player, remains calm under pressure, reliable and dependable, Integrity and Honesty in Personal and Professional Behaviour

How to Apply

Email: apply.ferniefxhotel@gmail.com

Phone: (250) 423-6788

In Person: 2021 Hwy 3, Fernie, BC V0B 1M1

Job Board Posting

NoExperienceNeeded.ca
your place for a first step or a fresh start

Date Printed: 2024/05/08

Hotel Front Desk Clerk

Job ID	2844CFEBCDB80	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=2844CFEBCDB80	
Company	Peacock Hospitality Group O/a Fernie Fox Hotel	
Location	Fernie, British Columbia	
Date Posted	From: 2023-02-18	To: 2023-08-17
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
Job Salary	\$19.00/hr	
Languages	Speak English, Read English, Write English	

Description

Fernie Fox Hotel in Fernie, British Columbia is currently hiring 3 permanent full time Front Desk Clerks.

Employee Benefits:

- Staff accommodations at \$350/month
- Ski pass
- Gym membership

Duties/Responsibilities:

- Maintain an inventory of vacancies, reservations and room assignments
- Register arriving guests and assign rooms
- Answer enquiries regarding hotel services and registration by letter, by telephone and in person, provide information about services available in the community and respond to guests' complaints
- Compile and check daily record sheets, guest accounts, receipts and vouchers using computerized or manual systems
- Present statements of charges to departing guests and receive payment

8 hours per day, 5 days a week, fixed shift schedule. Work shift schedule is expected to be shifts of 7.5 hours up to 8 hours, depending on business operations. These shifts vary from early morning, afternoon and evening/night shifts.

Location of Employment: 2021 Hwy 3, Fernie, BC V0B 1M1

Experience

1 to less than 7 months Front Desk Clerk experience preferred

Education Requirements

High School Diploma

Essential Skills

Effective interpersonal skills, Excellent oral communication, Client focus, Dependability, Initiative, Organized, Team player, Reliability

Work Environment

Hotel. Attention to detail, Standing for extended periods.

Additional Skills

Good command of the English language, effective communication and interpersonal skills, demonstrates wiliness to learn, customer service oriented, active team player, remains calm under pressure, reliable and dependable, Integrity and Honesty in Personal and Professional Behaviour

How to Apply

Email: apply.ferniefxhotel@gmail.com

Phone: (250) 423-6788

In Person: 2021 Hwy 3, Fernie, BC V0B 1M1