



Night Auditor

Closing Date: 24/09/2021

Description:

Crown Plaza Manchester requires a Night Auditor to join our team immediately. We're looking for an ambitious, hardworking professional who loves to crunch numbers in between responding to guests' needs. The Auditor will be responsible for all EOD accounting functions and will need to communicate with the night management and security team to ensure the safety of our guests. The ideal applicant should be capable of working productively within a team and at times on their own when dealing with basic functions, such as checking guests in and out, reconciling accounts, communicating with reception, food and beverage, housekeeping and taking initiative for necessary tasks. A flexible schedule and willingness to work occasional overtime when necessary are essential

Responsibilities:

Who you'll be working for!

There's nothing complicated about dealing with business people. They're just people. Doing business. By day, international marketing superhero. By night: fluffy bath robe and a box set. Like Liz, who's left her laptop cable in the cab. Or Mario, who's secretly missing his cats. The early riser, who's first in the gym. The sales team preparing for the 'big pitch' over a freshly prepared lunch. At Crowne Plaza Hotels and Resorts, we embrace the new world of business and understand that Modern business travellers want a hotel (and a hotel team) that understands and supports them, helping at every turn.

RESPONSIBILITIES:

- Check In guests
- Check out guests
- Assist with guest requests
- Support the security of the hotel
- Balance the day's card purchases
- Balance your shifts cash
- Balance the day's conference postings.
- Balance the day's overall revenue report
- Prepare the hotel lobby for the morning
- Support the reception team in the morning

Benefits:

- 28 Days holiday increasing to 33 days after your 5th year of service
- Free meals on duty & full uniform provided
- Access to IHG's worldwide Employee Rate and Friends & Family discount schemes
- Internal Rewards programme where you can get recognised with Love 2 Shop vouchers for demonstrating great work
- Training & Development and the opportunity to work with a fast paced, customer-focused company

Details:

If you're interested in this role, please contact:

Email: margaret.bartnikiewicz@gcemployment.uk
Tel: 07503620815



The
Growth
Company

Talent Hub marketingManchester

Rate of Pay: Competitive

Working Hours: TBC

Contract Type: Full Time, Permanent

If you're interested in this role, please contact:

Email: margaret.bartnikiewicz@gcemployment.uk

Tel: 07503620815