

## Front Office Employee

Would you like to be the business card of our hotel? Do you stand out because of your spontaneous and hospitable appearance? Do you enjoy speaking to guests and making them feel at home? Then we are looking for you! Read on quickly!

As a Front Office employee you have the talent to offer hospitality of the highest level.

### Your profile

- You have a European Passport;
- You have a passion for hospitality;
- You are spontaneous and have an open attitude;
- You are proactive and go the extra mile to make guests feel at home;
- You are flexible;
- Hands-on mentality; You pick things up quickly and do not take no for an answer;
- Stress resistant is your middle name;
- You can empathise with others;
- Do not see problems but challenges;
- Experience is an advantage, but talent and ambition is what we really value.

### What does that look like?

- You welcome (international) guests and are their point of contact during their stay;
- Together with your colleagues you make sure that the check-in and check-out of guests goes smoothly;
- You are responsible for the accurate payment of the guests;
- You are responsible for the online and telephone guest contact;
- You anticipate the wishes of the guest by proactively responding to their needs;

### What to expect when you start working at Black Label Hospitality?

You will work in a young and growing hospitality company where there are opportunities to (continue to) develop yourself. You will receive a competitive salary and secondary benefits such as a contribution to your travel expenses.

Are you the ideal candidate? Then we look forward to your CV and motivation!

### What we offer:

- Full-time contracts for one year
- Fair wages (in accordance with Dutch law)
- Support with relocation and finding accommodation
- Extensive employee insurances
- 24-hour emergency assistance for international workers

### What is the procedure?

#### The first step:

As soon as we receive your application, we will make sure to assess your CV immediately and you will receive a reply within 48 hours. If we think your CV matches the position you are applying for, we will call you with in these 48 hours to get acquainted and answer any questions you may have before introducing you to your potential new employer.

#### The second step:

After these two days, you will be introduced to your potential new employer who will also make a selection. If they are interested in your profile, they will call you within 4 days for a brief introduction and to answer any company-specific questions. After these 4 days, if the potential employer is interested, you will receive a sample contract with the terms of employment.

#### The third step:

If both parties are interested, the employment contract can be signed and your move to the Netherlands will be planned together. Also, the contracting party or Hospitality Hiring Europe will help you settle in the Netherlands and arrange a number of legal matters (think of health insurance and applying for a BSN number). At the airport or train station someone will be ready to take you to your new (temporary) home. We look forward to meeting you, digitally as well as personally.