

JOB POSTING REQUEST FORM

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Reference #

Company Name

Industry

Vacancy

Number of vacancies for that position

Job Type (FT, PT, Contractual, Seasonal)

Major(s)

Degree

Years of Experience

Location

Remuneration & Benefits

Currency (LBP, Dollar, Lollar)

Tasks & Responsibilities

CP-517-2022

Arthaus Hotel Gemmayze

Hospitality

Guest Assist/ Receptionist

2

Contractual

Hospitality

Hospitality/Travel and Tourism

Fresh Graduate

Gemmayze/Ashrafieh

6,000,000 + 150\$ (negotiable depending on qualifications and experience)

- Check in /Check out
- Fulfilling guest inquiries
- Room assignment/inspection
- Handling guest complaints