

Dear ,

If you are interested in the below Job Offer, you are kindly asked to send your updated CV to the NDU Placement Office E: placement@ndu.edu.lb and to mention the Job Reference Number.

Only NDU students can apply to the following Job.

Job Reference # (Office Use)	23-2-2010-3
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Applicant Requirements	
Gender	<input checked="" type="checkbox"/> Female <input type="checkbox"/> Male
Age	21 - 28
Standing	<input checked="" type="checkbox"/> Graduate <input type="checkbox"/> Fresh Graduate <input type="checkbox"/> Undergraduate
Degree	<input checked="" type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Doctoral Degree
Major / Emphasis	Hotel management
Years of Experience	1-4
Skills	Language Skills <input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> French <input type="checkbox"/> Arabic <input type="checkbox"/> Other _____
	Computer Skills MS Windows – Omega or Squirrel
	Other Skills Good spoken, communication, and negotiation skills Good organizational and time management skills

Job Vacancy Details	
Application Deadline	
Job Type	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Summer Job
Job Description	Position / Title Floor Manager
	Salary (Optional) variable
	Responsibilities Daily follow up
	To lead a team of staff in a constructive approach with the ability to efficiently delegate different tasks. She will be responsible to duely welcome customers, interact with them, make prompt follow up on pending enquiries as well as coordinate flow of work in a timely and fair manner. She will have to control daily check lists as well as liaise with accounting, suppliers, kitchen, and floor staff

Job Location	City	Beirut - Achrafieh
	Country	Lebanon
Working Days	6	
Working Hours	9 hrs	

Contact Us

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