



Career Opportunities as of March 5, 2024

KITCHEN

- POSITION:** Banquet Cook
DESCRIPTION: Prepare hot banquet food items using proper food preparation and handling procedures following recipes and spec sheets.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary.
PAY RATE : \$20.42-\$21.42 an hour
- POSITION:** Pantry Prep
DESCRIPTION: Prepare cold food items for banquet events and the restaurant
SCHEDULE: Full-time Schedule; Monday-Sunday availability necessary
PAY RATE : \$18.22-\$19.22 an hour
- POSITION:** Kitchen Utility PM
DESCRIPTION: Cleans all dishes, utensils, pots, pans, floors and equipment of the department. Empties trash and recycled material.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary.
PAY RATE : \$16.53-\$17.53an hour

MAINTENANCE

- POSITION:** Maintenance Supervisor
DESCRIPTION: Supervise the daily activities and work assignments of the Maintenance department including building repair, preventative maintenance and grounds maintenance.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary
PAY RATE : \$22.00-\$24.00 an hour
- Maintenance**
POSITION: Maintenance
DESCRIPTION: Provides skilled maintenance and repair services for the hotel grounds, building, and equipment.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary
PAY RATE : \$19.11-\$22.14 an hour

RESTAURANT

- POSITION:** Beverage Manager
DESCRIPTION: Responsible for daily operations of Hotel Restaurant and Bar according to the established procedures.
SCHEDULE: Full Time Shifts vary Monday – Sunday availability required.
PAY RATE: \$58,000-65,000 annual
- POSITION:** AM Server PT & PM Server PT
DESCRIPTION: Serves food and beverages to guests in dining room according to established Hotel procedure
SCHEDULE: Part Time Schedules Shifts vary Monday – Sunday availability required.
PAY RATE: \$10.05-\$10.55 an hour

Openings are subject to change. Employment applications can be obtained from the Human Resource Office between the hours of 8:30 am and 5:00 pm, Monday-Friday. Internal applicants should submit a letter of interest to Human Resources. **Crowne Plaza Albany - The Desmond Hotel Albany, 660 Albany Shaker Rd, Albany, NY 12211 Telephone: (518) 640-6165 Fax: (518) 640-6170 Email: desmondjobs@desmondhotels.com**

POSITION: **PM Server**
DESCRIPTION: Serves food and beverages to guests in dining room according to established Hotel procedure
SCHEDULE: Full Time Schedules Shifts vary Monday – Sunday availability required.
PAY RATE: \$9.90-\$10.40 an hour

POSITION: **AM PT Host/Hostess**
DESCRIPTION: Greet arriving guests, record reservations, seat guests by section and ensure quality appearance of room
SCHEDULE: Part-time. Shifts vary Monday – Sunday availability required.
PAY RATE: \$17.06-\$18.06 an hour

POSITION: **Bartender**
DESCRIPTION: Greet arriving guests, prepare /serve beverages following recipes; serve food and complete all side work.
SCHEDULE: Full Time Shifts vary Monday – Sunday availability required.
PAY RATE: \$11.73.-\$12.23 an hour

POSITION: **PM Busser-Food Runner**
DESCRIPTION: Prepares, sets, cleans and resets tables for service; assists servers and completes all side work.
SCHEDULE: Part-Time Shifts vary Monday – Sunday availability required.
PAY RATE: \$11.18--\$11.68 an hour

POSITION: **AM Busser-Food Runner**
DESCRIPTION: Prepares, sets, cleans and resets tables for service; assists servers and completes all side work.
SCHEDULE: Full-Time Shifts vary Monday – Sunday availability required.
PAY RATE: \$11.0.3--\$11.53 an hour

FRONT OFFICE

POSITION: **Front Desk**
DESCRIPTION: Daily operation of the Front Desk, ensuring guests satisfaction with the stay
SCHEDULE: Part Time Schedule; shifts vary and Monday-Sunday availability necessary
PAY RATE: \$16.50-\$18.00 an hour

POSITION: **Assistant Front Office Manager**
DESCRIPTION: Manage the daily operation of the Front Desk and Bell Staff, monitor the performance of staff.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary
PAY RATE: \$18.00-\$22.00 an hour

BANQUETS

POSITION: **Banquet House Person**
DESCRIPTION: Clean and set banquet rooms and public space for events and meetings following Department SOP's
SCHEDULE: Full Time Shifts vary and Monday-Sunday availability necessary.
PAY RATE: \$12.23-\$12.73 an hour

HOUSEKEEPING

POSITION: **Housekeeper**
DESCRIPTION: Clean guest rooms following standard operating procedures.
SCHEDULE: Full Time Schedule; shifts vary and Monday-Sunday availability necessary.
PAY RATE : \$ 17.71-\$18.71 an hour

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