



## Career Opportunities as of April 1, 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 :** \$21.52-\$22.52 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 :** \$17.64-\$18.64 hour

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### 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 :** \$20.31-23..24 an hour

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### 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 FT & PT  
**DESCRIPTION:** Serves food and beverages to guests in dining room according to established Hotel procedure  
**SCHEDULE:** Full Time/Part Time Schedule Shifts vary Monday – Sunday availability required.  
**PAY RATE:** \$10.45 -\$11.11 an hour

**POSITION:** PM 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:** \$18.17-\$19.17 an hour



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**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:** \$11.74--\$12.24 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:** \$12.28-\$12.78 an hour

### FRONT OFFICE

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

**POSITION:** Night Auditor  
**DESCRIPTION:** Audit, balance and post checks/revenue and run the required reports as well as providing high level of guest service  
**SCHEDULE:** Full Time Schedule; overnight shifts and Monday-Sunday availability necessary  
**PAY RATE:** \$16-\$17 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:** \$12.78-\$13.28 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 :** \$ 18.81-\$19.81 an hour