



DIAMONDCOLLECTION  
HOTELS

### **Description**

Diamond Collection Hotels is an awarded modern, upscale hospitality complex, with a customized, warm and professional approach to service. It consists of two hotels, a 4-star Boutique and a 5-star Resort, a first of a kind Beach Bar in Kos and a Dermatology Clinic in the region of Kos.

We offer the ultimate holistic experience to our guest, on the beautiful island of Kos.

**Diamond Collection Hotels wishes to recruit for Season 2024, professionals for the following position:**

### **Responsibilities:**

- Greeting of guests, seating, bidding farewell, answering the telephone and taking reservations, and coordinating reservations info in our booking system
- Supervise, train, and ensure standards of service to the guests on a consistent basis.
- Manage daily functions of the Beach including but not limited to F&B, Facilities, Guest Services, Guest satisfaction and customer service, personnel.
- Collection of payments and diligently maintaining the beach area and equipment are also major functions of this position.

### **Essential qualifications & skills:**

- Previous experience in managing F&B Operations in similarly prestigious 5-star hotels and resorts
- Knowing of Greek and English language is essential
- Must have at least three years of experience managing people and being responsible for all aspects of operations of a location.

### **Physical requirements:**

As a Beach Manager, you will Frequently stand, walk, climb stairs, bend, push, pull, squat, on a consistent basis. You must be able to stand for long periods of time and work in the extreme conditions of summer.

### **Benefits**

- Professional and stable working environment
- Shared Accommodation (2 persons)
- Daily meal
- Discounts and family rates in group properties in Kos
- Competitive salary package

**SEND US YOUR CV at [operations@diamondhotel.gr](mailto:operations@diamondhotel.gr)**

*\* Please kindly note that photo on CV is required*