

New Selection of Staff for the Resort Industry

PROFESSIONAL



CAREER SERVICES

Established
1983

**GUEST HOUSE, STORES/STOCK
CONTROLLER, FRONT OF HOUSE,
BANQUETING MANAGER**

R14,000

LOU127286

BEE Candidate. Over 10 years of experience gained within the hospitality industry within 4 different Companies. Extremely stable work record. Strong Stores Control/F&B Control Experience. Experience gained as Team Leader/Events and Production Manager/Store Manager, Guest House Manager as well as Assistant General Manager. Available in Greater Johannesburg regions. Immediately available. Good References. Recommended.

**CONFERENCE COORDINATOR, SALES
EXECUTIVE, TRAVEL CONSULTANT**

R7,500

FSS136717

Travel & Tourism Diploma. Candidate has gained experience as travel consultant (leisure), sales exec and conference co-ordinator. Own client database. Cold calling. Galileo. Own transport. Available in JHB North, Pretoria & Bedfordview.

**RECEPTIONIST, RESERVATIONS,
BANQUETING CO-ORDINATOR**

R6,000

LOV136655

1 Year Course completed within Hotel and Catering Management. 6 years of experience gained mainly within Reception and Reservations positions. Presentable. Seeking employment in East Rand or Sandton or Immediately surrounding areas. Recommended.

**SHIFT LEADER, ASSISTANT FRONT OFFICE
MANAGER, RESERVATIONS MANAGER,
SALES & MARKETING**

R7,500

LOV123347

BEE Candidate. Fully Computer Literate. Roommaster, Fidelio, Landmark, Medallion, MS Office. Studied towards Hotel Management Diploma. 50% of Subjects Completed. Exceptional Communication and Interpersonal skills. Very well presented. Own Transport and Valid driver's license. Experience gained within Hotels within Reception/Reservations/Shift Management/Duty Management and as Assistant Front Office Manager. Most recently has gained experience within Sales and Marketing. Good References obtained. Available Immediately. Gauteng, Limpopo and Mpumalanga regions preferred. Highly recommended.

**F&B MANAGER (BOUTIQUE UNIT),
ASSISTANT F&B MANAGER, RESTAURANT
MANAGER, BANQUETING MANAGER**

R9,000

LKC136288

3 Year Hotel Management Diploma. 2 years of post graduate experience gained as an Assistant F&B Manager within a 5* Hotel and Function Venue. Hands On All Rounder. Strong F&B Exposure (Hotel Restaurant and Banqueting/Conferencing). Seeking employment in Johannesburg Northern Suburbs. Stable work record. Recommended.

F&B SUPERVISOR, DUTY MANAGER

Negotiable

LKP136714

Hospitality Management Diploma. Entry level F&B candidate with experience in hotels, restaurant and resort. Has worked internationally. Opera and Micros. Own transport. Available immediately in Pretoria.

HOUSEKEEPING SUPERVISOR

R7,500

LQP122839

B.Com Hospitality Management. Experience gained in 5* country club & hotel. Good with training staff. Available in Limpopo & Gauteng.

RECEPTIONIST, ADMINISTRATOR

R4,500

LOV111722

Tourism Management Diploma. Candidate has gained 7 years experience within 4 & 5* hotels. Available in 2 weeks in Gauteng and North West.

The Specialist Personnel Consultants

Professional Career Services – Curriculum Vitae

Tel: +27 (11) 789 3337 Fax: +27 (11) 787 0024

BANQUETING, DUTY, EVENTS MANAGER R10,500 LLB136528

Candidate has gained experience working in restaurant as well as game lodge with conference venue. Strong banqueting and management skills. Available in JHB North areas.

ASSISTANT GM, GENERAL MANAGER, OPERATIONS MANAGER R25,000 LKB47494

Hotel Management Diploma. Diploma in Business Admin and Management. Fully Computer Literate. Experience gained mainly within the hospitality industry within F&B Operations and as Assistant GM for a small upmarket and exclusive Golf Estate. Most recent experience gained within the Retail industry as GM as well as within a 5* Hotel in Zanzibar as GM. Currently Holds the position of GM of Resort. Willing to relocate anywhere in South Africa, Africa or Abroad. Highly recommended.

ROOMS DIVISION MANAGER, FRONT OFFICE MANAGER R13,500 LNB36226

AA Candidate. Public Relations Diploma. Over 2 years of experience gained as Front Office Manager within a top notch 5* City Hotel. Prior 6 years experience gained as Club Floor Manager/Assistant Front Office Manager and Night Manager within Same Hotel. Previous 4/5* Hotel Experience within Night Auditing and Reception. Fully Computer Literate. Opera, Fidelio, MS Word/Excel. Available and willing to relocate anywhere in Gauteng, Mpumalanga, Limpopo, North West and Kwazulu Natal Provinces. Highly Recommended.

BANQUETING, CONFERENCE CO-ORDINATOR, PA R8,000 LLY135745

Hotel management diploma. Candidate has worked for upmarket hotels in F&B and banqueting. Also experience internationally. Available in Midrand and Pretoria.

ASSISTANT F&B MANAGER, HOTEL RESTAURANT MANAGER Negotiable LKB127239

More than 10 years gained within the hospitality industry. Has worked in hotel, restaurant as well as within corporate catering. Owned and managed catering company. Available immediately willing to relocate all RSA.

FRONT OFFICE MANAGER R20,000 LGB49130

Front Office Manager - 20 years Up market experience, Opera, Fidelio, Southern Sun Trained. Single. Available in the Cape Province/Gauteng area own transport. Available immediately from 1 February 2011.

CHEF, CATERING AND PURCHASING MANAGER US\$3,000 LKB136483

Own transport. Willing to relocate Anywhere in SA or Africa. Prefers remote areas. Mature single candidates who is based in Cape but has worked in Africa, experience on the culinary side in Kitchen Manager, Food and Beverage Manager, Purchasing Manager and Relief General Manager at lodge, open to all options.

LODGE, FRONT OFFICE, HOUSEKEEPING MANAGER, ADMINISTRATOR Pula15,000 LAI50968

Manager, strong in front office & housekeeping, PDP. Good administrator, excellent hostess. Nail Technician. PDP. N6 Travel. Pastel literate. PA. based in Pietersburg seeks any post in this area. References state she is excellent with guests. Experience in the industry of over 10 years. Available immediately.

Partner: Manager, Executive Chef, strong F & B.

MANAGEMENT COUPLE, F&B, GM R15,000 LAI50998

Couple - He: F&B with previous experience as an Exec Chef, over 10 years up market lodge exp in SA & Africa. Food Service diploma. Computer literate in pastel etc. She: Jack of All Trades. Willing to relocate all RSA or Africa.

CONFERENCE COORDINATOR / EVENTS R10,000 LOU45171

Senior Events Coordinator, National Diploma in Hospitality Management, 5 star experience, loyal, large hotel experience, own transport, looking in JHB North & surrounding areas, experience since 2003.

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**BANQUETING CO-ORDINATOR, DUTY
MANAGER, FRONT OF HOUSE, GUEST
HOUSE MANAGER**

R16,000

LKP121088

BCOM - Tourism Management Degree. Fully Computer Literate. MS Office. Aloha. Great Debtors. Experience gained as a Guest House, Conference and Wedding Venue and Restaurant Manager. Hands on All Rounder. Available Immediately. Willing to consider positions anywhere within a 1 hour radius in Gauteng. Recommended.

FRONT OFFICE

Negotiable

LOB49902

SUPERVISOR/MANAGEMENT COUPLE

Couple: Front Office Manager - 5 Star & 15 Years experience, worked internationally. Computer literate - Fidelio, Galileo. Own transport. Executive Housekeeper. Qualified Massage Therapist. Available in all SA areas, or Africa, based in the Cape. Partner Qualified & experienced Chef, basic maintenance & guided walks.

**ASSISTANT GM, F&B MANAGER, HOTEL
MANAGER, OPERATIONS MANAGER,
RESTAURANT MANAGER**

Negotiable

LKB46057

Over 30 Years of experience gained within the Hospitality industry within various types of establishments, to include Hotels, Game Lodges and Country Clubs. Started Career as a Chef. Strong F&B Background. Good Admin Skills. Available Immediately. Greater Johannesburg Regions preferred.

**RESERVATIONS MANAGER, SECRETARY,
ADMIN MANAGER**

R13,000

LOV43471

Extensive Front Office Reservations/Reception experience gained. Has held Reservations Management positions. Stable work Record. Excellent References Obtained. Fully Computer Literate on E-RES, OPERA, LANMARK, Materials Control, Kronos, Optima, MS Word/Excel/Powerpoint (Spreadsheets). Strong interpersonal skills. Highly Recommended.

HOTEL RESTAURANT MANAGER

R18,000

LFB120865

Hotel Restaurant Manager. Hotel Management Diploma (Austria), Diploma Food Service Management. Experience gained in 5* hotel and resort. Seeks F&B or Boutique Hotel Manager position. Available in JHB North.

**FINANCIAL & ADMINISTRATION
MANAGER**

R20,000

LHQ112145

Financial & Administration Manager with several staff reporting to her, country club, Oversee cash up and allocation procedures, reconciliation for payment, Creditor Base (R1.5m), Month end Journals Monitor bank account, Payment schedules, Petty Cash, VAT, Bank Reconciliations, Annual Membership Subscriptions invoicing (R3.5m), Financial Reports. JHB Areas. Pastel.

**HOUSEKEEPING, DUTY & FRONT OF
HOUSE MANAGER**

R8,500

LOC116023

BEE - Front of House, Housekeeping, Duty Manager with experience in all departments of a 5* hotel including Relais & Chateaux. Diploma in Hotel Management, computer literate, confident and well spoken. In JHB seeks position in surrounding areas.

BEAUTY THERAPIST

Negotiable

LAX56227

Beauty Therapist - ITEC 3 year diploma, all treatments, prefers holistic approach, young and attractive. Available in the Pretoria area.

**RESTAURANT MANAGER, SOUS CHEF,
CATERING MANAGER, KITCHEN MANAGER**

R8,100

LDN128500

3 Year Diploma in Hospitality Management - Swiss Hotel School. Experience gained on the Yachts of Seabourn as a Waiter/Server. Most recent experience gained as an Assistant Catering Manager. Seeking employment within an upmarket establishment in Gauteng. Open to Cheffing, F&B, Front of House Management positions. Very versatile and Flexible and enjoys the kitchen. Recommended.

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**TRAVEL CONSULTANT, RESERVATIONS,
FRONT OFFICE MANAGER** **R6,600** **FAJ108722**

BEE Applicant. Fully Computer Literate. Fidelio and Galileo. National Diploma in Tourism Management (Theory Complete). Very well presented. Professional. Excellent Communication skills. Available in Johannesburg and Pretoria regions. Willing to relocate anywhere in South Africa for the right position. Stable work record. Highly Recommended.

**OPERATIONS, DUTY, BANQUETING
MANAGER OR CO-ORDINATOR** **R9,159** **LLB134330**

Over 10 years of experience gained within the Country Club Industry within Function Co-Ordination, Operations Management and within Administration (Catering Secretary), Previous experience gained as Secretary within other industries. Excellent Interpersonal and Communication skills. Hardworking Candidate. Versatile skills base. Good work ethic. Availability is negotiable. Recommended.

GRADUATE (TRAVEL & TOURISM) **Negotiable** **LLY136567**

Diploma in Travel and Tourism. Certificate in Galileo. Entry level candidate. Most interested in General Administration, Front Office, Travel Consulting, Banqueting Co-Ordination and Conference Co Ordination. Very Attractive young lady. Great Communication and Interpersonal skills. Available Immediately. Greater Johannesburg Regions preferred. Recommended.

**FOOD & BEVERAGE, RESTAURANT
MANAGER** **R12,800** **LKB53059**

Food and Beverage/Restaurant Manager. Based in Limpopo region, will look in surrounding areas if live in. Single - Drivers License. Experience since 2002 including international. BA Culinary.

FRONT OFFICE ASST MANAGER, SALES **R8,500** **LOU126179**

Graduate with experience in 3-5* establishments, Apex & M/S literate, own transport, open to all front office positions but would welcome any position in sales where she has some experience, very attractive, East Rand or JHB North areas.

**FRONT OFFICE / RESERVATIONS /
BANQUETING** **R8,050** **LOU100907**

AA Front Office Assistant / Reservations with Function Coordinating experience. Diploma in Hotel Management, in service training. Single, own transport, computer literate Opera etc Available 1 months notice East Rand areas.

SECURITY, ESTATE MANAGER **R9,200** **LSB127022**

Estate Manager/Security - update list of suppliers, sub contractors, handling of residents complaints, reports, obtaining quotations, update personnel records, payments, payroll, registration fees, access cards, feeding game, maintenance. Available Hartebeespoort area.

**FRONT OFFICE MANAGER, GUEST
RELATIONS** **R14,000** **LOC120707**

AA - Assistant Front Office Manager with several years experience including 5* large hotels, literate in Opera, Fidelio, Micros. 2 Year Diploma in Travel & Tourism. Available in Gauteng areas.