



Hospitality Manager

We are seeking a professional, experienced office manager for our busy Holiday Park in Albany.

Position is full time and the successful applicant will be in charge of managing a popular and well developed Park that caters to permanent residents and visiting tourists in the beautiful city of Albany.

Duties will include:

- Dealing with guests and employees
- Training and supervision of staff (team of 5-7)
- Daily office duties including reservations, check-ins and invoicing
- Budgeting and reporting
- Maintaining high standards for guests and company procedures
- Marketing and product promotion

Required abilities:

- Experience in a management position
- Drivers license
- Strong work ethic
- Able to work flexible hours/days
- Good interpersonal skills and conflict resolution

Salary will be 40-50k and can include accommodation for a period if relocation is necessary.

Applications and inquiries to: nelsoncorp@hotmail.com