

Hiring



Guesthouse Assistant Manager-Dominica!



About Hibiscus Valley Inn

We provide a unique accommodation experience, exotic tours and have an in-house restaurant. We consist of 8 Nature bungalow rooms, 3 semi-deluxe rooms and river side cottage. Today the team consists of our chef, tour guide and cook/housekeeping.

Examples of duties:

- Organizing staff & contractors: Motivate, evaluate and manage staff.
- Marketing: Promote both locally and internationally, work with social media, attract new groups and handle bookings.
- Quality Control: Ensure high safety, quality, service standards and adherence to staff manuals.
- Communication: Interact with government ministries, management and guests. Handling staff notifications and feedback.
- Tour Management: With the rest of the team; plan for groups and tours with a focus on quality.
- Maintenance & Improvement: Continuing our eco-focused direction in all aspects, including our organic farm.

Note: It is a small guesthouse which means all hands-on deck in all departments; multitasking is required.

Requirements

A university degree in tourism, prior hospitality experience or a very compelling resume' is needed to apply for this position. Driver's license required and French speaking is an advantage.

Personal Characteristics

This is a Team leader position, which means that you will have to be punctual, self-motivated, trustworthy, open with a warm and friendly personality. You need to be a problem solver with the ability to adapt to a challenging organizational culture with many unplanned and unforeseen circumstances. Great communication skills.

Practical information

Location: Situated between Marigot and Concord, approximately 5 min from the main airport. This is an entry position with possibilities for advancement to Manager.

We offer free lodging and meals on the premises as part of the compensation package.

Send your CV and Cover Letter to: hibiscusvalleyinn@gmail.com Deadline: 30st of June 2024.

For more information please visit: www.hibiscusvalley.com.

The whole team is looking forward to your application!