



The employer is a registered Austrian company. It has a service agreement for personnel search via EURES with the AMS Austria.

Businesses in tourism and the hotel industry - hospitality - in Tyrol - Austria

Job title

RECEPTIONIST m/f/d for hotels
with sufficient knowledge of German + English level B2
(very important to write and speak in these 2 languages - Email, menu card, Daily information for guests, complaints management)

Job description

Administrative office activities
Correspondence
International guests service
Guests check in and check out
Editing of reservations
Offering fast solutions
Reply to e-Mails
Write menu cards
Write daily information for guests
Manage complaints from guests

Skills

Completed vocational training
German and English language skills B2
Good sense of responsibility
Willingness to work weekends and holidays
Flexibility and sensitivity



Working hours and place of work

Start date (and, if necessary, End date)

Salary

Other information

Friendly, professional and competent appearance

Relevant computer application knowledge

Hotel software knowledge of advantage (for example PROTEL)

- 40-48 hours per week, 5 to 6 days per week, including weekends

- Places of work: Companies in Tyrol with free accommodation and free meals

- Winter Season

- Beginning in December 2024

- Until March/April 2025

- This can be clarified with the company

- Depending on the level **from 1.800 – 2.400 EUR gross upwards for 40 hours** (net from about 1.455 – 1.770 EUR upwards!)

- Overtime compensation is calculated additionally

- Overpayment according to vocational training and professional skill is designated.

- Holiday and Christmas allowance extra (12th and 13th salary)

- Furthermore, free meals and lodging are offered free.

- Many employers are ready for overpayment if the skills are met by the worker (depending on education and work experience and is always negotiable with the employer).



- According to the Austrian labour market law, 13th and 14th salary are aliquot.
- Please do not forget that accommodation and meals are free of charge with the wage offer.
- Maybe some ask for a small contribution for electricity, water and heating – e.g. 50 to 100 EUR. But these are new built staff houses!
- A work permit or free access to the Austrian labour market is required.
- If you are employed all year round, you are entitled to 25 working days of vacation. You acquire 2.08 vacation days per month. So, with 5 months of work, about 10-12 days off.
- Some leisure time activities like treatments (spa/wellness, gym, ski day tickets...), can be bought price reduced or some are free for staff.
- High appreciation of the employees.
- Health, pension, social and unemployment insurance from the 1st working day.
- Regulated working hours and days off.
- Exact time recording.
- A working atmosphere characterized by respect and mutual support.

Application



Last day for application

30.11.2024

How to apply

By e-mail CV in English or German with motivation letter

Contact person/ telephone number

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E-mail

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Other information

<https://ams.at/su/ii>

