

# THE *Fairmont* SOUTHAMPTON

The Fairmont Southampton is a premier luxury resort and regarded as a leader in the hospitality industry. Our mission is to turn moments into memories for our Guests. An exciting hospitality career awaits you if you are committed to providing our Guests with an authentically local experience through providing warm and engaging service.

**Irregular hours including evenings, weekends and public holidays apply to these positions**

## KITCHEN ARTIST

Reporting to the Executive Chef, the Kitchen Artist must be creative, energetic and able to prepare, set up, and decorate extensive buffets, at international standards of quality and presentation, with minimum supervision within a high volume four star hotel.

Candidates must have a minimum of 5 years experience working in all areas of a large luxury hotel cold kitchen, including ice carving, butter sculpture and style foam carving. The successful candidate will have proven experience in controlling staffing, labour and costs. Schedule includes working split shifts, evenings, weekends and holidays as required. Proficiency with Microsoft Office suite applications is an asset.

## RECEIVING CLERK

Reporting to the Inventory Manager, the successful candidate's responsibilities will include ensuring all items delivered to the Hotel Loading Bay are accurately received and correctly recorded in accordance with hotel policy.

### RESPONSIBILITIES INCLUDE:

- Ensure all items being delivered are inspected and counted in accordance with established procedures
- Record all items being received, signing documents as proof of receipt, attaching Purchase requisitions/Purchase Orders where required
- Ensure that all perishable items are quickly handled and delivered to the assigned location
- Ensure that all items received are safely secured until collected or delivered to the appropriate location
- Move and lift heavy boxes
- As goods are received assist storepersons to place goods in the store room
- Contact Department heads immediately on receipt of goods requiring direct delivery to their department
- Assist purchasing, warehouse and stores colleagues which includes delivering goods directly to various locations when time permits
- Maintain the loading bay in a consistently clean and tidy condition

### QUALIFICATIONS:

- Previous relevant experience of handling goods is essential
- Previous knowledge of receiving preferable
- A sound knowledge of arithmetic
- Able to tolerate prolonged periods of standing and walking
- Superior client service skills including problem resolution
- Good interpersonal, organizational, verbal and writing skills
- Basic knowledge of computer input

### PHYSICAL REQUIREMENTS (include but not limited to):

- Constant standing and walking throughout shift
- Lifting, pulling, carrying up to 75 lbs
- Occasional kneeling, ascending and descending ladders, stairs and ramps

## SHIFT BUILDING OPERATOR – LAUNDRY MECHANIC

Reporting to the Director of Facility Operations, the successful candidate's duties will include: monitoring and maintaining all laundry equipment; preventive maintenance of all laundry mechanical equipment; operation and repairs of the existing ironers, washers, dryers, folders, spreaders, valet and dry cleaning equipment and all peripheral mechanical equipment, carry out any other hotel property mechanical duties as required.

Candidates must have a minimum of 3 years experience as a Laundry Mechanic in a full size industrial laundry. A thorough, demonstrated knowledge of and repair skills on industrial laundry, valet and dry cleaning equipment. A recognized trade certificate is preferred and knowledge of Ellis, Weir, Passat, Challenge and Kannegeiser is an asset.

Apply Online To:  
[www.fairmontcareers.com](http://www.fairmontcareers.com)

Closing Date: September 7, 2012