



Coco Reef Resort is seeking highly motivated, friendly and outgoing candidates for the following positions:

CHEF DE PARTIE (3)

This position requires at least three years current experience in fine dining restaurants with at least two years at Chef de Partie level or higher. The successful applicant will be expected to run their section as their own, taking responsibility for all facets of the section. Duties include but are not limited to: mis en place, hygiene, proper maintenance of all product/stock and equipment.

EXECUTIVE CHEF (1)

The Executive Chef must possess the appropriate technical qualifications, be conversant with exceptional modern food preparation techniques and be capable of devising and preparing a wide range of menus. Duties will include, but not limited to, hands-on kitchen management, purchasing, staffing including training, supervising menu design and costing, banqueting, hygiene and safety related items. The ability to achieve the company's goal of a profitable food & beverage operation is essential.

KITCHEN ASSISTANT (2)

This position requires the successful applicant to have a least four years' experience in a kitchen in an assistant and stewarding role, as well as at least two years working in food handling/prep capacity and buffet/event set ups in a notable hotel or restaurant. The Kitchen Assistant is also responsible for assisting in the preparation of employee meals and outside catering, so must have health & hygiene knowledge.

HEAD GARDENER (1)

An experienced head gardener is required to manage the extensive grounds of our Resort. The successful applicant will be a hands on individual, with extensive knowledge of gardens, propagation, machinery maintenance, plant rotation and must be willing to assist in other departments including maintenance/engineering. A degree in Maintenance or Landscaping is preferred.

FINE DINING WAIT STAFF (3)

This position demands a minimum of two current years' experience in a fast paced, high-end environment. Good food and wine knowledge are necessary as well as being confident and articulate where dealing with customers is concerned. Excellent customer service skills and positive attitude required. Must be able to work both indoor and outdoor locations. Duties include but are not limited to: ability to set up and service functions, events, room service as well as assist with Pool & Beach service also required. Must be willing to work weekends, public holidays and evenings, and be physically able to carry out duties.

FRONT OFFICE AGENT (1)

This person should have a minimum two years current experience in a similar position at a reputable hotel or resort. Duties will include, but are not limited to: providing the highest levels of guest services and hospitality including checking them in and out, assisting them in planning their stay on the Island, handling reservations and inquiries, up selling the hotel facilities and tending to any requests they may have as well as assisting with switchboard, concierge and bell services tasks. The successful candidate must be computer literate with the ability to responsibly carry out the technical duties of the position including assisting to maintain and sell reservations bookings, room inventories and related duties. Must work together with the rest of the team to ensure Front Office operations are of the highest standards.

MAINTENANCE HANDYPERSON (3)

We seek an experienced tradesman to join our Maintenance Team. Duties include but are not limited to: general handyman repair and touchup works, knowledge of electronics, tiling, plumbing, practical masonry work, landscaping, air conditioning, refrigeration and carpentry. Formal certification required. As we are a small operation, all members of our team must be adaptable with good initiative and a positive attitude. Applicants for all of the above positions must be self-starting team players with a can-do attitude, who have experience working in a fast paced environment and understand that guests must receive the highest level of service and attention.

All applicants must be prepared to work six day work weeks with varied shifts/work hours, including evenings, weekends, and public holidays. Note that during slow periods hourly positions are subject to layoffs and reduced hours based on business levels. All candidates must have a proven track record for success in this field and be able to provide a proper resume and at least 2 supportive references for the position applied for. Only applicants who meet the minimum requirements will be interviewed. Interested persons should apply with a resume and two references to: hr@cocoreef.bm.

Deadline for receipt of applications: December 31, 2015.