

Fairmont

SOUTHAMPTON

OUTSIDE GOLF SPECIALIST (TEMPORARY FT)

Responsibilities Include: providing a memorable and engaging experience for all members and guests, ensuring that the clubhouse, all work areas, the club storage area, and all equipment are organized, cleaned and maintained to a high standard, and all equipment is in good, safe working condition, ensuring the safe and efficient operation of the Power Cart Fleet, and maintaining a tracking system including, usage, maintenance and proper rotation, ensuring rental club sets are maintained, cleaned, and accounted for and that members' clubs are retrieved, returned and cleaned appropriately, ensuring Golf corporate surveys are completed, ensuring the arrival/departure area is staffed, kept clean, stocked to par levels, ensuring the ramp is properly set-up and stocked during operating hours, ensuring all group events/tournaments are staffed, set-up according to contract/BEO and executed, other duties as assigned

Qualifications and Requirements: 1 years experience working in a hospitality/golf retail environment with specific experience in golf event management and tee time management, related golf experience is an asset, valid driver's licence, exceptional communication, interpersonal, teamwork, observation and problem solving skills, must be alert, accountable, reliable and flexible, able to work efficiently under pressure, superior guest service skills, remaining calm and courteous at all times, ability to work unsupervised

LEAD BEAUTY THERAPISTS

Responsibilities Include: performing all aesthetic services, training and supervising all Aestheticians, coordinating aesthetic services with other spa programmes, assisting with trade tests, preparing related reports and conducting meetings, other related duties

Qualifications and Requirements: recognized Aesthetics certification and 3 years relevant experience required, 2 years experience as a supervisor an asset, excellent interpersonal, time management, problem solving, communication and organizational skills, proficient with MS Office, in particular MS Word, Excel and Outlook required

BEAUTY THERAPISTS

Responsibilities include: providing facials, body treatments, massages, waxing, manicures and pedicures, generating sales of products and services, other related duties

Qualifications and Requirements: an accredited Diploma or Certificate from a school of beauty therapy or aesthetics, a minimum of 2 years proven relevant experience with a recognized spa facility, fully knowledgeable and practiced in current spa treatments and trends. Essential qualities: dynamic personalities, responsible, reliable and genuinely enjoy exceeding guests' expectations

LEAD BODY TECHNICIANS

Responsibilities Include: performing professional massage therapy and body treatments, training and supervising all Body Technicians, coordinating services with other spa programmes, assisting with trade tests, preparing related reports and conducting meetings, other related duties

Qualifications and Requirements: recognized Massage Therapy Diploma or Certificate and 3 years relevant experience required; 2 years as a supervisor an asset, excellent interpersonal, time management, problem solving, communication and organizational skills, proficient with MS Office, in particular MS Word, Excel and Outlook required

BODY TECHNICIANS

Responsibilities Include: providing professional massage therapy and body treatments, generating sales of products and services, other related duties

Qualifications and Requirements: an accredited Diploma or Certificate in massage therapy with a massage licence or national certification, a minimum of 2 years proven relevant experience with a recognized spa facility, fully knowledgeable and practiced in current spa treatments and trends. Essential qualities: dynamic personalities, responsible, reliable and genuinely enjoy exceeding guests' expectations

SALON COLOUR SPECIALISTS

Responsibilities Include: providing professional salon hair services including multi-dimensional highlighting techniques and "State of the Art colouring"

Qualifications and Requirements: A related Hair Stylist Certification and 5 years relevant experience in a comparable salon or spa required. An artistic flair for contemporary evening and bridal styling techniques is required, fully knowledgeable and practiced in current trends

EXECUTIVE HOUSEKEEPER

Responsibilities Include: ensuring core standards are implemented and audited for consistency, developing and updating Job Task Checklists and Standard Operating Procedures for all shifts and positions, maintaining all guest rooms, public areas, and heart of the house areas, recruiting, training, coaching, developing team including performance management, measuring, interpreting and evaluating standards, creating and maintaining good working relationships within the department and with other departments, controlling all department purchases, controlling labour costs, preparing the annual budget, coordinating preventative maintenance programmes, managing the retrieval, safekeeping and disbursement of all lost and found items, conducting regular team meetings, developing improvements beneficial to the department and team, maintaining full knowledge of housekeeping standards and trends, collaborating professionally with stakeholders i.e. suppliers, contractors, labour relations representatives, preparing accurate reports, other duties as required

Qualifications and Requirements: Degree or Diploma in Hospitality Management or equivalent an asset, 3-5 years relevant management experience required, preferably with a luxury hotel brand, proven ability to successfully lead, train and motivate colleagues is essential, excellent administration, communication, interpersonal, problem-solving and organizational skills, previous Front Office experience an asset, working knowledge of Property Manager preferred, proficient with MS Office required

ASSISTANT EXECUTIVE HOUSEKEEPER

Responsibilities Include: Assisting with recruiting, training, developing and supervising team; includes performance management, supervising and directing all activities of assigned teams, preparing and controlling the department's budget; reporting variances as required, general office administration, including payroll, scheduling, ordering supplies and inventory control, developing and maintaining collaborative relationships with all stakeholders, assisting with room inspections as required, assisting with effectively managing and resolving guest requests and complaints, ensuring that par stocks are maintained at specified levels, following up on any waste detected and/or discrepancies, and taking corrective actions as needed, assuming the responsibilities of the Executive Housekeeper as required

Qualifications and Requirements: 2 years relevant experience required, 1 year of which in a supervisory role; preferably in a large hotel or comparable facility, excellent detailed knowledge of housekeeping operations, basic training skills, excellent interpersonal, communication organization, multi-tasking, problem solving skills; detail oriented, working knowledge of Property Manager preferred, proficient with Microsoft Office required

ASSISTANT DIRECTOR OF FACILITY OPERATIONS

Responsibilities Include: assisting in the daily management, planning, organization and scheduling the work of the department, coordinating and overseeing all preventative maintenance programmes and improving efficiency, profitability and service levels, ensuring efficient management of materials and equipment inventory monitoring, updating and implementing the fire safety plan, building evacuation and disaster recovery plan, assisting with preparation of and adherence to the annual budget, assisting in monitoring the energy and water management programmes, recruiting, training, developing, conducting performance reviews and scheduling of engineering colleagues, assisting with selection, supervision, performance monitoring of sub-contractors, ensuring effective management and maintenance of vehicle fleet, conducting and attending various meetings, preparing various reports, building and maintaining cohesive relationships with internal and external stakeholders, acting responsibilities in the absence of the Director of Facility Operations

Qualifications and Requirements: A 4th Class Power Engineer Certificate or higher certification is required, minimum five (5) years relevant experience to include three (3) years as Assistant Director of Engineering or equivalent in a large luxury hotel, hospital or a large multi facility building, proven leadership, team management

and development skills, proven ability to supervise multiple complex projects with a focus on results, proven record of working cohesively as part of a team in a multi-cultural environment, excellent communication, interpersonal, analytical, problem solving and organizational skills, must be accountable, reliable and detail oriented, computer literate in MS Office required

SHIFT BUILDING OPERATOR

Responsibilities Include: responding to all daily guest rooms, front and heart of house and dormitory maintenance requests, scheduled preventative maintenance of guest rooms, hotel facilities including laundry and outlets, monitoring and maintaining electrical and mechanical systems including H.P. steam boilers, chillers, pumps and related equipment, other duties as required

Qualifications and Requirements: A 3rd Class Power engineering certificate or equivalent certification is required together with a demonstrated knowledge of basic building systems, HVAC and mechanical related equipment, boiler operations and principals, BMS Automated Logic Control (or similar systems), computer applications, together with a working knowledge of minor carpentry, painting, plumbing and electricity. 2 Years' experience as a Building Operator or Building Maintenance Technician in a large hotel operation is preferred

SHIFT BUILDING OPERATOR – HVAC MECHANIC

Responsibilities Include: responding to all daily guest rooms, front and heart of house and dormitory maintenance requests, preventative maintenance of guest rooms, hotel facilities and outlets, and monitoring and maintaining Air Handling Units, refrigeration, electrical and mechanical systems as scheduled, other duties as required

Qualifications and Requirements: An Air Conditioning Mechanic trade certification is required, together with demonstrated knowledge and skills of building systems, HVAC and mechanical related equipment, boiler operations, EMS Automated Logic Control (or similar systems), computer applications, together with minor carpentry, painting, plumbing and electrical skills. Minimum of 2 years' experience as a Building Operator or Building Maintenance Technician in a large hotel, hospital or a large multi facility building is required. Duties will also include daily Preventative Maintenance of equipment, operation and repairs of the existing Chillers, Air Handling Units, refrigeration system, pumps and related equipment; and basic plumbing, electrical, and other building systems and how they relate to the hotel building and the outside properties

SHIFT BUILDING OPERATORS – REFRIGERATION & KITCHEN EQUIPMENT

Responsibilities Include: preventative maintenance of kitchen equipment, refrigeration, hotel facilities and outlets, responding to daily guest rooms, front and heart of house and dormitory maintenance requests. Monitoring and maintaining air handling units, refrigeration, electrical and mechanical systems as scheduled, other duties as required

Qualifications and Requirements: A Refrigeration and Air Conditioning Mechanic trade certification is required. Boiler or Gas certification is an asset. 2 years' experience as a Building Operator or Building Maintenance Technician in a large hotel, hospital or a large multi facility building. Essential experience and a demonstrated knowledge to include: kitchen equipment repair, steam systems, boilers and building systems. Knowledge of basic plumbing, electrical and other building systems and how they relate to the hotel building and outside properties

SHIFT BUILDING OPERATOR – LAUNDRY MECHANIC

Responsibilities Include: monitoring and maintaining all laundry equipment; preventative 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, other duties as required

Qualifications and Requirements: A recognized trade certificate is preferred with a minimum of 3 years' experience as a Laundry Mechanic in a full size industrial laundry is required, demonstrated comprehensive knowledge of and repair skills on industrial laundry, valet and dry cleaning equipment, knowledge of Ellis, Weir, Passat, Challenge and Kannegeiser is an asset

SHIFT BUILDING OPERATOR – WASTE WATER TREATMENT PLANT

Responsibilities Include: repair, maintenance and rebuilding of all related waste water treatment pumps and equipment. Must be able to accurately troubleshoot mechanical and electrical problems and complete the necessary repairs with minimum supervision, capable of assuming control of the operation, other duties as required

Qualifications and Requirements: A Waste Water and Pump Mechanic Certificate from an accredited institution required. A minimum of 2 years' experience in a similar environment is required

GARAGE MECHANIC

Responsibilities Include: effective preventative maintenance to include daily inspections, test driving, refuelling, servicing and cleaning as well as repairing vehicles. Executing preventative maintenance of vehicles on a regular basis, reviewing work required and prioritising projects as appropriate, ensuring that all vehicles remain in safe and reliable operating condition, maintaining records performed on the vehicles, carrying out repairs as required and regularly cleaning trolleys, maintaining a clean and tidy garage shop and area, answering and responding to on call after hours' emergency requests, other duties as required

Qualifications and Requirements: A diesel mechanic certificate, working knowledge of computerized bus engines, working knowledge of various diesel engines, preference will be given to candidates with experience with Cummins Diesel Engines, sound mechanical and electrical knowledge of heavy diesel engines and medium trucks required, 5 years hands on experience as a heavy equipment/engines mechanic required. A valid driver's licence required. Proven strong organization, prioritization, troubleshooting skills and being detail-oriented. Basic computer skills an asset

UPHOLSTERER

Responsibilities Include: performing all work and usual duties relating to the art of upholstering of all types of furniture including fabrication of welting, beading, cushions, zippers, pillows, etc. and be able to perform drapery alterations. The successful candidate is responsible for reporting any defects or changes and improvements needed regarding upholstery matters. Must be able to use all related tools and equipment efficiently and safely and performing a preventative maintenance programme for upholstering and alterations instruments, tools and equipment, other duties as required

Qualifications and Requirements: A certification verifying successful completion of a skilled workers examination specific to upholstery from an accredited training institute required. 5 years' experience in the field is preferred. Essentials include: excellent decision making skills, excellent dexterity and vision. Must work on own initiative with minimum supervision. Basic computer skills an asset.

Schedules: Irregular hours including nights, weekends and public holidays apply to these positions

All successful candidates are required to work cohesively as part of our team in a demanding, multi-cultural diverse environment

**Apply Online To:
www.fairmontcareers.com**

Human Resources: 101 South Shore Road, Southampton SN02/Telephone 238-8000/Fax: 238-0680

Closing Date: 7 December 2016