



Coral Beach & Tennis Club

BERMUDA

Director of Facilities

Holding more than 10 years of experience in progressive roles in facilities management, construction and / or project management, the Facilities Director holds strategic responsibility for the expansive CBC physical portfolio which includes 50+ guest rooms & cottages (Horizon) over 26 acres. The Facilities Director organizes, controls, coordinates, supervises with some hands on capability a proactive maintenance program for HVAC, electrical, plumbing, security systems and the operational vehicle fleet. The FD will actively measure and improve operational efficiency and costs associated with the maintenance function including procurement. With expert knowledge of local building code, and familiarity with plans and drawings, the FD will critically support the near term development plans of CBC 2013 Ltd. Holding exceptional communication skills, the FD will manage a team of 15 tradesmen and subs, and be able to confidently leverage industry relationships to advance the CBC brand.

Maintenance Person

Ideal candidate is a self-motivated person who can demonstrate skills in several trades, including but not limited to plumbing, appliances, electrical, masonry, painting and basic carpentry. The successful applicant will be required to work varied shifts including weekends, evenings and occasionally overnight. Applicants should have a minimum of 10-years work experience, with hospitality an asset. Must be reliable and a team player.

Retail Manager

This hands-on candidate will manage all aspects of Retail and elevate it to the next level at our Club. Will demonstrate comprehensive experience in product selection, sourcing, buying, merchandising, inventory management and sales. Will develop our brand and all sales opportunities, including in room, online, web and social media, wedding, corporate and promotional. Will work with other department heads to develop year-round member experiences, focus on product knowledge and sales training of staff, monitor trends, set pricing strategy, manage the department budget, produce monthly forecasts and sales reports, administer payroll, and be aware of the needs of our membership. Point of Sales experience, and an outgoing personality are strong assets. Will work on the shop floor and in multiple locations.

Outlets Manager / Maitre'D

We are looking for an experienced F&B professional with an exceptional positive personality to lead our bars and restaurants at the Club. Two years similar experience in an upscale restaurant, with extensive wine knowledge, is required. Must be able to establish strong relationships with the members, remember preferences and handle all dining aspects, including private functions and special requests. Will be tasked to manage all aspects of the outlets, including staffing, scheduling, payroll, skills and sales training, POS and reservation management, supplies, equipment and menu presentations.

Chef de Partie

Having completed a recognized culinary training program and at least 5 years of professional experience in a similarly high end restaurant, the Chef de Partie will provide a varied range of culinary offerings and cuisine. Comfortable with split shifts, and the nature of the hospitality industry in Bermuda, the Chef De Partie will work well within a team, understand and consistently execute directions with precision. Subject to skills testing as conducted by the Executive Chef, all applicants must have absolute English – written and oral – fluency.

Food & Beverage Captains

To assume full responsibility for the provision of food and beverage service as well as general guest services within a bespoke club environment. Leaders with demonstrable professional experience in hospitality with at least 5 years of experience as a Waiter and an engaging, resourceful personality dedicated to the highest standards of customer service are encouraged to apply. The hours are long and varied and some heavy lifting is required.

Chef de Rang (Waiter / Waitress)

To support the fine dining service and operation of the CBC dining room brigade. Holding at least 2 years of experience within a silver service environment, the Chef de Rang, must be self-motivated, resourceful and genuinely enjoy people. Will be required to consistently exceed expectations relevant to client service with extensive food and wine knowledge. The hours are long and varied and some heavy lifting is required.

Bartender(s)

Must possess exceptional customer service and listening skills as well as patience. Must be creative, a critical thinker, manage time well and have good physical stamina. Must possess a minimum of 3-years of experience in color, cut and restyling. Must be current on all hair trends and proficient in selling services and products.

Tennis & Tourism Marketing Specialist

To develop and promote tennis operations at the club and to market a global tourism program supporting the sports tourism initiatives of the BTA and Bermuda at large with specific focus on USTA events. With private club experience and holding internationally recognized tennis & coaching qualifications, the incumbent will organize and officiate USTA sanctioned tournaments, officiate training programs and aggressively manage the brand positioning of the Coral Beach & Tennis Club. Applicants should be comfortable with the private club culture and hold credentials (Undergraduate degree in Marketing and/or Tourism Marketing) to support all aspects of business management within a competitive environment.

Assistant Junior Pro

With a desire to develop juniors of all levels into competitive players and help build and grow our junior tennis program, the Assistant Junior Pro will work closely with the Head Tennis Professional with day-to-day direction, coordination, and supervision of all junior tennis programs and operations of the tennis desk. This role would include group clinics, camps, lessons, tournaments and social events. Teaching hours would include junior and adult classes and private lessons. The CBC junior tennis program is thriving, thus coaching hours are available to start immediately with the opportunity to grow and maximize private clientele. Attractive incentive based compensation structure. Main duties would include supervising all junior play, developing and coaching various tennis camps & clinics throughout the year, administrative and pro shop hours, racquet stringing, and other similar duties as assigned. Evening and weekend hours are required. The ideal candidate for this position loves being on court, working with children and watching his/her players grow and improve.

Director, Guest Environment

Holding more than 15 years experience within a luxury hospitality environment, with at least 10 years in a managerial role, the Director will manage all aspects of the guest environment experience across 50+ guest rooms & cottages (Horizons) over 26 acres. Managing a team of 10+ room attendants, the Director will manage the daily operations of the rooms and public spaces teams to include resourcing, procurement, inspections, recruitment and training. As a member of the executive team, and a project lead relevant to ongoing renovation, the Director will assume fiscal responsibility / budget control relevant to the management of efficiencies and proper process and procedures to ensure consistency in the quality and organization of the CBC brand. This is a definite "hands on" role where the Director will have specific training and / or knowledge of housekeeping / laundry treatment, advanced cleaning and sanitizing protocol. The Director is a strong communicator and a proficient user of the Microsoft suite and able to effectively manage relationships at all levels of the organization.

Houseperson

The Houseperson will maintain the cleanliness and appearance of the Club and guest rooms in accordance with the highest of Club Standards and safety/security procedures. The Houseperson is responsible for deep cleaning assigned areas, restocking housekeeping supplies, assisting room attendants as needed; carrying out tasks in guest rooms, checking all equipment in guest rooms to ensure everything is in proper working order and any other appropriate assigned duties. Must present well and maintain strict personal hygiene practices with a demonstrable commitment to the highest level of service delivery.

Beach Attendants (Seasonal)

Successful candidates will support an exceptional beach service experience to members and guests while promoting a fun, relaxed atmosphere. Must be upbeat, enthusiastic and have stamina for working in the hot sun. Job-related experience is an asset, but not essential. Must possess exceptional customer service skills and a loud "can do" attitude. This is a fixed term seasonal position.

Camp Counselors

To support an innovative children's camp program at CBC, the high energy Camp Counselor will have responsibility for planning, leading, and implementing programs and experiences for children in small group settings. Must be energetic, fit, with an absolute passion for the arts, sports, nature and a healthy lifestyle. Will nurture the growth and development of our youngest members with innovative, indoor and outdoor educational and recreational activities and experiences. With strict adherence to a robust set of health and safety guidelines.

Marketing Coordinator (PT)

To support and advance the CBC brand using both traditional and modern marketing tools to effectively and consistently manage the CBC brand. Will maintain an aggressive marketing budget and schedule, reporting directly to the General Manager, to deliver consistent and effective content, event planning support, website and social media management, public relations support, and generally the marketing and communications strategy with CBC members and CBC employees. Must be creative, resourceful, be an impeccable communicator with an engaging personality. Must be prepared to work 20 hours per week, to include some non standard hours to capture the essence of CBC brand.

Hairstylist

Hair Stylists are beauty service professionals who specialize in the fashioning and treatment of hair. Hair Stylist responsibilities include cleaning and cutting hair, offering hair care and hair styling consultations, among other duties. You will act as a salesperson to sell clients hair care retail products. As a Hair Stylist you will build personal relationships with clients to ensure return visits. You will adhere to salon safety and cleanliness standards and provide exceptional customer service in keeping with the Coral Beach & Tennis Club's core values and service principles.

The nature of hospitality is such that all team members must be willing and able to work varied shifts, split shifts, evenings, weekends and public holidays. Complete job descriptions, duties, tasks and responsibilities will be made available during the interview process. We invite the online applications of those suitability qualified at www.coralbeachclub.com. Go to "Join the Team" at bottom of screen. Short listed candidates will be subject to pre-employment drug, police and references screening. Application closing date: 9 April 2021.