

# THE *Fairmont* SOUTHAMPTON

## Bermuda's Premier Resort Hotel

A Place where the smiles and friendliness of our engaging staff are genuine. A Place where every group feels like an individual and every individual feels very special. A Place where personal preferences are never compromised and guest expectations are consistently exceeded. A Place in the Heart!

### Beauty Therapists

We are actively seeking friendly and outgoing individuals to perform facials, body treatments, massages, waxing, manicures and pedicures in a safe and professional manner to our clients. We need dynamic personalities who thrive on a fast-paced environment and who are responsible, reliable and genuinely enjoy exceeding guests' expectations.

The successful candidates must be a graduate from an accredited school of beauty therapy or aesthetics; must have a minimum of two (2) years proven experience in providing facials, body treatments, massages, waxing, manicures and pedicures. He/She must work well in a team environment, must be fully knowledgeable and practiced in current spa treatments and trends and must be flexible in his/her scheduling and be prepared to work weekends and public holidays.

### Body Technicians

We are looking for Body technicians to perform professional massage therapy and body treatments. Successful candidates must be graduates from an accredited school of massage therapy with a massage license or national certification and have a minimum of 2 years' proven experience in providing these services at a recognized spa facility and must be fully knowledgeable and practiced in current spa treatments and trends.

### Fitness Specialist-Personal Trainer – Activities Instructor (Willow Stream Spa)

We are looking for highly energetic individuals who will be responsible for the overall operations and guest satisfaction of the Spa Fitness areas, ensuring the highest level of professionalism in service to all guests and members through maximum efficiency, safety and uncompromised attention to detail and guest care.

The successful candidates must possess the following qualifications:

- Personal Trainer Certification through a nationally recognized certifying agency/organization. Minimum of Two years working in a Resort preferred.
- Experience in administering PAR-Q, Health Risk and History, Fitness Assessments and Client Consultation
- Experience instructing and leading exercise in an adult fitness setting using proper form and spotting techniques
- Minimum of 2 years experience in Fitness-Wellness fields
- Multi-talented individual with experience in group class instruction of Movement Arts, Pilates, Mat Sciences, Cardio boxing, Flexibility, Agility, Tai Chi, Meditation, Yoga, Aqua Aerobics. Nutrition, Lifestyle Coaching, etc. would be a definite asset
- Experience in a Lifestyle Wellness Philosophy that incorporates the balanced basics of food, water, rest and activity would be an asset

### Food & Beverage Servers

We are actively seeking friendly and outgoing individuals to provide outstanding food and beverage service. We need dynamic personalities, who thrive on a fast paced environment, are responsible and reliable and genuinely enjoy exceeding guest expectations.

#### Qualifications, Skills & Experience:

- Must have a minimum of 2 years experience in a high volume restaurant (not fast food) or a minimum of 1 years experience in a 4 Diamond Resort Food and Beverage Operation
- Must work well in a team environment
- Must be fully conversant with self-cashiering on MICROS
- or similar systems
- Flexible in his/her scheduling, prepared to work weekends and public holidays

### Food & Beverage Captains

We are looking for highly professional individuals who will assist the Outlet Manager/Assistant Outlet Manager in the daily running of a section of the Outlet. The ideal candidate will ensure that proper standards are adhered to and will co-ordinate, organize and assist servers.

#### Qualifications, Skills & Experience:

- Previous experience as a Captain in a fine dining restaurant is a strong asset
- Must have proficient knowledge of international wines and drink service
- Full experience in self-cashiering and Micros or similar system is required
- Must be highly motivated and have excellent communications and interpersonal skills

### Kitchen Porters

We are seeking Full Time Kitchen Porters to join our dedicated Stewarding team. The successful candidates will report to the Stewarding Supervisor or Restaurant/Sous Chef on duty. Major responsibilities are to maintain the cleanliness of all china, glass,

silverware, pots and cooking utensils as well as the cleaning and organisation of all kitchen areas and equipment. The job requires heavy lifting and working irregular hours, weekends and public holidays.

### Waste Water Treatment Plant Mechanic

We are actively seeking a dynamic, enthusiastic, energetic and highly motivated individual to be an integral member of the hotel's waste water treatment plant team. The successful applicant must hold a Waste Water and Pump Mechanic Certificate from an accredited institution. He/she must be skilled in the repair, maintenance and rebuilding of all related waste water treatment pumps and equipment. Must be able to accurately troubleshoot mechanical and electrical problems and make the necessary repairs with minimum supervision. The successful applicant will be capable of assuming control of the operation in the absence of the Plant Superintendent. A minimum of 2 years experience in a similar environment is required. Some weekend, public holiday and evening work is required.

### Room Attendants

Do you take pride in a clean room and feel deeply satisfied in seeing a job well done? If you are in good physical condition, a friendly energetic individual who would like to be a direct contributor to visitors' pleasant experience on the island and consistently exceed our guests' expectations. Then we invite you to immediately apply for the position of Room Attendant in our housekeeping department. We will train all successful applicants. Must be able to work irregular hours, weekends and public holidays.

### Culinary Operations Coordinator

We are seeking a full time Culinary Operations Co-Coordinator to join our brigade. The successful candidate will report to the Executive Chef and will be responsible to coordinate and liaise with the Executive Chefs office, all kitchen operations and all departments in the hotel.

The Culinary Operations Coordinator will perform and be responsible for a variety of duties including but not limited to:

#### Responsibilities:

- Providing full support to the Executive Chef & Sous Chefs, including coverage of the Executive Chef's office
- Responsibility of daily/weekly payroll for all culinary employees using ADP/Timesaver, including maintenance of vacation records and sick days
- Facilitating smooth operation in absence of Chefs, i.e. attending daily Banquet Event Order meetings when needed, replacement employee(s) in the event of sickness, reporting equipment malfunctions, etc
- Working closely with the Director of Recruitment regarding hiring of culinary personnel (approximately 40 in the past year)
- Assisting with hiring, including conducting interviews and reference checks, as well as monitoring their progress through the 3 – 4 month procedure from interview to arrival in Bermuda
- Direct contact with catering departments for banquet functions and changes
- Reconciling monthly vacation reports to actual taken
- Reconciling all Sick days to master file
- Recording All Chef evaluation and update of file
- Recording all Minutes for Culinary monthly meetings
- Assistance when needed in Adaco Purchasing

#### Qualifications, Skills & Experience:

- 3 years of previous administrative experience in a busy, fast paced environment
- Must be computer literate possessing a strong and proven working knowledge of Microsoft Office including Word, Excel, Powerpoint
- Must be willing to work split shifts, evenings, weekends and holidays as required. Good creative energetic with good interpersonal and communication skills.

Applicants must be aware that irregular hours including evenings, weekends and public holidays apply to these positions.

If you are interested in meeting any of these exciting challenges, please submit your resume and references to:

**Human Resources Department  
The Fairmont Southampton  
P.O. Box HM 1379, Hamilton HM FX**

**Fax: 238-0680**

**E-mail: [SHP.Jobsearch@fairmont.com](mailto:SHP.Jobsearch@fairmont.com)  
Or apply in person on the Mezzanine Level**

**Closing Date: April 6, 2011**