

Job Detail

Staff Level

Position Title	◇ Inexperienced welcome ◇ Hotel front desk staff ★
Company Name	Park Hotel Tokyo
Activated / Updated	2024-05-01 / 2024-05-01
Job Type	Hospitality Business Specialists - Hotel
Industry	Tourism/Hotels, Lodging/Restaurant, Food Services
Location	Asia Japan Tokyo
Job Description	<p>[job description] You will be involved in lobby service, front desk operations such as check-in and check-out, and information desk operations such as providing tourist information to the tourist who stay in the hotel. At our hotel, we do not divide the work of "reception, bell, and guest room" so that all the staff of the accommodation department can learn all kinds of relevant skills.</p> <p>*There are many customers from overseas, and also many foreign staff are active!</p>
Company Info	<p>Park Hotel Tokyo provides a space and place where you can feel and enjoy the beauty, delicacy, and strength of Japanese culture and art by creating a space and time where you can experience Japanese aesthetics that incorporates art. has created In this project, we have prepared contents that allow you to feel closer to "art" and actually experience it. Enjoy art-mediated hospitality unique to Park Hotel Tokyo and a refreshing art experience in an extraordinary space.</p> <p>[Measures to prevent passive smoking] There is a separate smoking area within the hotel, and also we have smoking rooms</p>
Working Hours	<ul style="list-style-type: none"> • According to the shift (2 days off per week) • 8 hours of actual work, 1 hour break • There is a night shift (2 days a round / 5 to 10 times a month) <p>*Monthly average overtime work: less than 10 hours</p> <p><Shift example> 8:00-17:00, 15:00-9:00, etc.</p>
Qualifications	<p>[Requirement]</p> <ul style="list-style-type: none"> • Inexperienced welcome • Preferential treatment for those with experience in front desk work • Already graduated and second new graduates welcome <p>[People we want]</p> <ul style="list-style-type: none"> • People who are in hospitality-minded • Those who want to use their English skills <p>*We have many customers from overseas and many staff members of foreign nationality. Even if you don't have confidence in English, it's okay if you are not afraid to try it!</p>
English Level	Business Conversation Level (TOEIC 735-860)
Japanese Level	Business Level(JLPT Level 2 or N2)
Salary	JPY - Japanese Yen JPY 3000K - JPY 4500K
	<p>* Determined by experience and skill * There is no fixed overtime pay system. * Various allowances will be paid based on the situation.</p> <p>◆Salary increase/Bonus</p> <ul style="list-style-type: none"> • Salary revision: Once a year (at the time of contract renewal)

Salary Description	<p>* When the contract is renewed once a year, 2 months of monthly salary (contract expiry fee) will be paid.</p> <p>◆ Allowances</p> <ul style="list-style-type: none"> • Overtime pay: Paid as required by law • Commutation allowance: Full payment of actual expenses <p>*Legal allowances will be paid as prescribed.</p> <p>◆ Example of annual income Estimated annual income for the first year 2.8 million to 4.2 million yen</p> <p>◆ Treatment/Benefits Full social insurance (employment, industrial accident, health, welfare pension), Full-time employment registration system, Property accumulation savings, Meal allowance(155 yen per work), Uniform rental, Contract expiry fee (paid for 2 months of monthly salary), Various club activities</p>
Holiday Description	<p>Holidays: 9 days a month (108 days off per year) Leave: Paid leave, nursing care leave, nursing leave, maternity leave, childcare leave, special leave (2 days a year)</p>
Job Contract Period	<p>Contract employee Trial period: 2 months (treatment and conditions remain unchanged) Contract period 1 year (renewal in principle)</p>
Nearest Station	<p>1 minute walk from Shiodome Station on the Toei Oedo Line and Yurikamome Line About 7 minutes on foot from JR, Tokyo Metro, Toei Subway "Shimbashi Station"</p>