



<https://jobcitylive.com/jobs/vip-services-assistant-manager-job-in-royal-plaza-on-scotts/>

VIP Services Assistant Manager

Job Location

Central Region, Singapore
Remote work from: SG

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Base Salary

SGD 1,400 - SGD 22,00

Qualifications

Diploma or degree in Hospitality, Business, or a related field.

Employment Type

Part-time

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Description

VIP Services Assistant Manager Job in Royal Plaza On Scotts

Royal Plaza On Scotts is looking for a **VIP Services Assistant Manager** to join our team! If you have a passion for hospitality and enjoy providing top-notch service, this job is perfect for you! You will manage VIP guest experiences, ensure smooth operations, and maintain high service standards.

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Responsibilities:

- Ensure VIP guests receive excellent service.
- Handle VIP check-ins and check-outs smoothly.
- Assist in managing special requests and personalized services.
- Supervise the VIP services team and provide guidance.
- Coordinate with different departments to fulfill guest needs.
- Resolve guest complaints and issues professionally.
- Maintain guest records and preferences for future visits.
- Train and motivate staff to improve service quality.
- Monitor and ensure VIP areas meet high standards.
- Report on guest feedback and suggest improvements.

Hiring organization

Royal Plaza On Scotts

Date posted

February 16, 2025

Valid through

28.02.2025

APPLY NOW

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Skills Required:

- Excellent communication and interpersonal skills.
- Strong leadership and problem-solving abilities.
- Ability to handle VIP guests with professionalism.
- Attention to detail and ability to multitask.
- Knowledge of hotel management and hospitality standards.
- Proficiency in hotel booking and management systems.

Qualifications:

- Diploma or degree in Hospitality, Business, or a related field.
- Additional training in guest relations is a plus.

Experience:

- 3-5 years of experience in hospitality or guest services.
- Experience in handling VIP guests preferred.

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