



Job title	<i>Bell / Valet</i>
------------------	---------------------

Duties and Responsibilities

- Take personal responsibility for each guests stay beginning from their car or arrival transportation to their departure. Transfer luggage from car to luggage cart. Escort guests to and from their rooms and provide room and facility tours.
- Act as an ambassador for The Allison Inn and Spa and provide genuinely warm service to each guest.
- Must be comfortable providing tours of the property and rooms.
- Must possess excellent interpersonal skills.
- Deliver amenity items to rooms as needed.
- Must show commitment to increasingly higher standards.
- Must be willing to learn and assist in other front office positions including Front Desk, Concierge, Valet or any other task as assigned by your supervisor or management.

Job Skills/Requirements/Qualifications

- Ability to work a flexible schedule to include weekends, evenings and holidays.
- Ability to effectively communicate with all team members.
- An enthusiastic, positive demeanor and desire to provide exceptional guest service.
- Background Check
- Drug Screening
- DMV (for Valet only positions)

Working conditions/Physical Requirements

- Able to be on your feet and moving for extended periods of time
 - Able to lift 50 pounds comfortably
-