



7036 Grand Geneva Way, Lake Geneva, WI 53147 e-mail: employment@grandgeneva.com website: www.grandgeneva.com

Positions require 2 VERIFIABLE REFERENCES, stable work history, positive attitude, and the ability to work WEEKENDS & HOLIDAYS.




All individuals must be able to successfully pass a background check, a pre-employment drug screening and provide documentation showing they are legally authorized to work in the US.

ALL applicants must be at least 16 years of age & should apply in person at Human Resources.

Updated: March 5, 2010

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Job Title	Shift	Shift	Job Summary/ Qualifications
<b>ChopHouse Host/ess</b>	1	Part Time Varies	Candidate will have outgoing personality, work comfortably in a fast paced restaurant environment, show high level of enthusiasm toward guest satisfaction. Ideal candidate can take direction well and work well in a team. Must have customer service experience.
<b>Brissago Server</b>	1	Full Time Varies	Ideal candidate works well in a fast paced resort/restaurant environment, shows high level of professionalism and enthusiasm toward guest satisfaction. Must have previous serving experience in a fine dining restaurant, have extensive wine knowledge, be able to multi-task, stay organized, detailed and focused and show a high level of initiative. Will train right candidate. Must be at least 18.
<b>Grand Café Server</b>	2	Part Time Varies	Ideal candidate works well in a fast paced resort/restaurant environment, shows high level of professionalism and enthusiasm toward guest satisfaction. Must have previous serving experience, be able to multi-task, stay organized, detailed and focused and show a high level of initiative. Will train right candidate. Must be at least 18.
<b>Grand Cafe Host/ess</b>	2	Part Time Varies	Candidate will have outgoing personality, work comfortably in a fast paced restaurant environment, show high level of enthusiasm toward guest satisfaction. Ideal candidate can take direction well and work well in a team.
<b>Café Gelato Barista</b>	2	Full Time Varies	Candidate will have outgoing personality, work comfortably in a fast paced coffee/ice cream shop environment, show high level of enthusiasm toward guest satisfaction. Ideal candidate can take direction well and work well in a team. Working knowledge of the making of coffee and espresso is helpful but will train the right candidate.
<b>Lobby Lounge Cocktail Server</b>	2	Part Time Varies	Ideal candidate works well in a fast paced resort/restaurant environment, shows high level of professionalism and enthusiasm toward guest satisfaction. Candidate must also take direction well and get along well with others. Must have previous experience in an up-scale lounge atmosphere and working knowledge of wine and spirits. Will train right candidate. Must be at least 18.
<b>Room Service Runner</b>	2	Full Time Varies	Ideal candidate works well in a fast paced resort/restaurant environment, shows high level of professionalism and enthusiasm toward guest satisfaction. Must have previous serving experience, be able to multi-task, stay organized, detailed and focused and show a high level of initiative. Will train right candidate. Must be at least 18 and have a valid driver license.
<b>Restaurant Supervisor</b>	1	Full Time 1st & 2nd	Ideal candidate will have a solid focus on customer services, be able to multi-task in a very fast paced environment. Extremely detail oriented with ability to plan ahead and communicate clearly with multiple food & beverage outlets a must! Must exhibit excellent communication skills, able to take direction from management and give direction to staff. Must be flexible to schedule needs. Previous supervisory experience in a restaurant setting in preferred.
<b>GENEVA RETAIL</b>			
<b>Retail Clerk</b>	1	Full Time Varies	A Retail Clerk will be computer literate, enthusiastic, energetic and willing to learn new things. Previous retail and cash handling experience is preferred but not required. If the candidate is a team player with a positive attitude, we would be willing to train.
<b>GENEVA BANQUETS</b>			
<b>Banquet Extra</b>		7 On-Call	A Banquet Extra will service all food and beverage items during events. They must be friendly, courteous, helpful, and have a positive attitude when dealing with guests and fellow associates. They must be able to be on feet for long periods of time, must be able to lift 40 lbs and work in a fast paced environment. Weekends, evenings, and holidays are a must.
<b>GENEVA FRONT OFFICE</b>			
<b>Bell Person</b>	1	Full Time Varies	The position is the face of the hotel, first and last person the guests will see. Greet and assist guests in entering and exiting their vehicles. Transport luggage and packages from guest's vehicles to bell carts. Park and retrieve guest's vehicles as needed. Ability to carry heavy items (up to 100lbs) and stand throughout shift. Great communication skills with guests and fellow associates along with a "can do" attitude. Customer service experience required. Must have a valid driver's license and a clean driving record.
<b>Front Desk Agent</b>	1	Full Time Varies	The ideal candidate will possess excellent communication and customer service skills, have the ability to work in a team in a fast paced environment, and will be able to multi-task and make quick decisions. Candidate will have a high level of self confidence and possess strong interpersonal skills. Prior front office in a hospitality setting is preferred but not required, however, candidate must be comfortable working with a computer and have at least moderate typing skills. Candidate must be able to stand for 8 hours.
<b>Trolley Driver</b>	1	Full Time Varies	The ideal candidate will possess excellent communication and customer service skills, have the ability to work in a fast paced environment, and will be able to multi-task and make quick decisions. Candidate will have a high level of self confidence and possess strong interpersonal skills. Candidate must possess a CDL with air brake endorsement as well as a passenger endorsement. Weekends, evenings, and holidays a must.
<b>CLUB VACATION</b>			
<b>Activities Representative</b>	1	Full Time Varies	Qualified candidate will be required to have a positive attitude and a creative mind set. Must be willing to be flexible with scheduling and be able to have fun while at work. Will organize and run activities and games for guests at pool side. Some front desk duties will be required so must be able to adapt to change quickly. Candidate will be required to be guest service oriented and have excellent communication skills.

Job Title	Shift	Shift	Job Summary/ Qualifications
<b>GRAND GENEVA HOUSEKEEPING</b>			
<b>Room Attendant</b>	15	Full Time Varies	Friendly team player, able to clean an average of 16 guestrooms in 8 hours. Change linens, vacuum, empty trash and scrub floors. May include basic janitorial work; sweeping, mopping, dusting and vacuuming of lobbies, restrooms, back of the house. Must be able to lift up to 50lbs frequently. No allergies to chemicals or dust.
			
<b>Kids are Grand Attendant</b>	1	Part Time Varies	Must have experience and enjoy working with children. Must be flexible and willing to be available to work on-call including on weekends, holidays and evenings. Needs to have excellent customer service skills and offer creative and safe experience for children. CPR certification is required within 60 days of employment.
<b>Male Locker Room Attendant</b>	1	Part Time Varies	Excellent customer service skills. Must work well with others and give attention to details. Flexible scheduling is required and includes weekends, holidays, and evenings. Must be able to lift 50 lbs and work on feet for long periods of time. Positive and helpful attitude is a must. Must be able to work well as a team or independently.
<b>Spa Guest Service Agent</b>	3	Full Time Varies	The ideal candidate will possess excellent communication and customer service skills, have the ability to work in a team in a fast paced environment, and will be able to multi-task and make quick decisions. Candidate will have a high level of self confidence and possess strong interpersonal skills. Prior front office in a hospitality setting is preferred but not required, however, candidate must be comfortable working with a computer and have at least moderate typing skills. Candidate must be able to stand for 8 hours.
<b>Fitness Specialist</b>	2	Part Time	Individual must be a positive self starter with a strong work ethic and be able to assist with the physical fitness levels of guests and members and teach group exercise classes. Must be proficient in all aspects of fitness testing and certification from an accredited training center(AFFA, ACE, ASCM, and ISSA) A minimum of 1 year experience as a fitness center instructor desired. Weekends, nights and Holidays a must.
<b>Massage Therapist</b>	7	Part Time Varies	Individual must possess the skills required to perform various types of massages based on Spa Menu. Candidate will have a positive attitude and excellent customer service skills. Must have the ability to work well under pressure in a fast paced environment. Must possess the National Certification and be willing to get a Wisconsin License. Prior massage experience is a must. Weekends, Holidays, and evenings are a must.
<b>Cosmetologist</b>	4	Part Time	Individual must possess the skills required to perform various types of services based on Spa Menu. Candidate will have a positive attitude and excellent customer service skills. Must have the ability to work well under pressure in a fast paced environment. Must possess the be willing to get a Wisconsin License. Prior experience is a must. Weekends, Holidays, and evenings are a must.
  			
<b>Cooks of all levels</b>	2	Full Time Varies	Must be familiar with power slicers, ovens, baking and steaming. Must possess good knife skills and be well organized. A self-starter that is self motivated, able to follow directions and work with minimal supervision. Culinary degree pref, min of 1-2 yrs. prev experience. Attn to detail & passion for the field. Able to lift & bend repeatedly, kneel and stand for extended periods of time.
<b>Steward</b>	1	Full Time 3rd	Must be able to work unsupervised and lift up to 50 lbs. Candidate will be responsible for over night cleaning and maintaining the kitchen equipment. Must not have an chemical allergies.
<b>Night Auditor</b>	1	Full Time 3rd	The ideal candidate will possess excellent communication and customer service skills, have the ability to work in a team in a fast paced environment, and will be able to multi-task and make quick decisions. Candidate will have a high level of self confidence and possess strong interpersonal skills. Prior front office in a hospitality setting is preferred but not required, however, candidate must be comfortable working with a computer and have at least moderate typing skills. Candidate must be able to stand for 8 hours.
<b>Smokey's Server</b>	3	Part Time Varies	Ideal candidate works well in a fast paced resort/restaurant environment, shows high level of professionalism and enthusiasm toward guest satisfaction. Must have previous serving experience, be able to multi-task, stay organized, detailed and focused and show a high level of initiative. Will train right candidate. Must be at least 18.
<b>Smokey's Host/ess</b>	1	Part Time Varies	Candidate will have outgoing personality, work comfortably in a fast paced restaurant environment, show high level of enthusiasm toward guest satisfaction. Ideal candidate can take direction well and work well in a team.
<b>Smokey's Bartender</b>	1	Part Time Varies	Prior hospitality experience pref, knowledge of spirits, wine, and drink recipes. Good cash handling skills. Great customer service skills: friendly, outgoing, flexible schedule, prior micros experience helpful. Wisconsin / Lyons Township bartender license will be required upon hire. Must be at least 18.
<b>Arcade Attendant</b>	1	Part Time Varies	Must love children, must be team oriented and available to work weekends, evenings, and holidays.
<b>Waterpark Attendant</b>	2	Part Time Varies	Must love children, must love water be team oriented and available to work weekends, evenings, and holidays.