



El Campo Lost Lagoon RV Resort is looking for an ambitious Hospitality Director who will help us organize the daily operations of our facilities. We are seeking a professional and customer-focused applicant to oversee our RV resort operations. In this position, you will be jointly responsible with each Department Managers in carrying out their overall duties and responsibilities and overseeing the day-to-day operations and activities.

Your duties will include managing reservations and guest relations, collecting payments, supporting management with human resources and employee benefits, maintaining social media and local marketing, and supporting staff with special events and activities.

To excel in this role, you must be approachable and detailed-oriented with proven hospitality or management work experience. Our ideal candidate will also demonstrate excellent communication and interpersonal skills. Schedule must be flexible.

Responsibilities

Welcome and register guests once they arrive.

Collect payments and maintain records of budgets, funds, and expenses.

Monitor employee performance and conduct regular evaluations to help improve customer service.

Resolve guests/employees' issues regarding services, amenities, and policies.

Organize activities and assign responsibilities to employees to ensure productivity.

Create and apply a marketing strategy to promote the Resort services and amenities.

Partake in financial activities including establishing rates, setting budgets, and assigning funds to departments.

Ensure adherence to relevant legal, health and safety regulations and guidelines

Support and assist human resources with hiring, evaluating & maintaining employee relations.

Requirements:

Bachelor's degree in Hospitality, Business Administration or relevant field.

Experience in hotel management or similar role is preferred but not required.

Outstanding interpersonal communication and customer service skills.

Exceptional leadership abilities with great attention to detail.

Wage: Dependent on Experience. Benefits including health, dental & vision.

Company Info can be found www.eclostlagoon.com

Interested applicants should email their resume to kenna@sandkelectrical.com.