



Current Job Opportunities at InterContinental Toronto Yorkville:
as of February 13th 2020

<p>P/T Room Attendant (4 positions)</p>	<ul style="list-style-type: none"> • Notify supervisor when service is complete so rooms may be sold or occupied. Report any room unable to be serviced to supervisor according to established procedures. • Report to supervisor needed repairs or unsafe conditions. • Report, turn in, and/or log all lost and found items according to established procedures. • Clean and service assigned rooms or areas according to established standards and procedures including making beds, dusting, vacuuming, cleaning and sanitizing bathrooms, removing trash, etc. May include cleaning of kitchen area, room refrigerator, coffee maker, cups, glasses, silverware, etc.
<p>F/T Concierge</p>	<ul style="list-style-type: none"> • Collect and provide comprehensive information and coordinate guest requests including but not limited to hotel services, sporting events, places of interest, restaurants, theater, airline, transportation tickets, limousine rentals, sightseeing tours and any other information of interest. Handle reservations and obtain/issue tickets where applicable. • Provide guest assistance with florists, couriers, mail services, rental of small business machines, international calls, etc.
<p>18 month Contract Sales Social Manager</p>	<ul style="list-style-type: none"> • Establish client base of individuals, organizations, associations, social, and/or corporate businesses through direct outside and inside selling to secure business for the hotel to ensure that room night sales and revenue goals are met or exceeded. Actively prospect and qualify new business. • Achieve personal and team goals as assigned. • Negotiate guest room rates, meeting room rental, function space, and/or hotel services within approved booking guidelines. Accurately produce and/or review all sales contracts, rate agreements, and/or banquet/catering event orders. • Monitor and handle inquiry calls and provide client proposals in accordance with established departmental policies and procedures • Work closely with other hotel departments to facilitate services agreed upon by the sales office and prospective clients. Disseminate sales-related information to other departments as appropriate. • Arrange and conduct special events, site inspections, and off-site presentations for potential clients. Entertain clients in accordance with established company and hotel policies and guidelines.

Please visit www.careers.ihg.com to apply

AODA and Accommodation IHG is an equal opportunity employer we welcome all applicants. If you have a disability that requires Accommodation during the recruitment process, please contact Human Resources at 416-324-5858 so the proper accommodations can be arranged. If you are hired, please be advised that The InterContinental Toronto Yorkville has an accommodation process in place should you require accommodation due to a disability or medical illness.