

## **Guest Services Receptionist**

**£24,000 per annum plus a share of staff gratuities (Circa £29,000)**

*Full time 42 hour permanent contract available, working 5 days out of 7 which will include weekends*

A fantastic opportunity has arisen for a Guest Services Receptionist to join our exciting team at Prestonfield.

Prestonfield is one of Scotland's highest-rated hotels, holding the AA's supreme accolade of 5 Red stars. Prestonfield is part of James Thomson's award winning Collection, which includes the Witchery by the Castle

Prestonfield is the former home of the Lord Provost of Edinburgh. Built in 1687 it contains numerous historic drawing rooms, Rhubarb restaurant, 18 individually designed luxurious bedrooms and 5 suites lavished with antiques, tapestries and vintage fabrics.

### **We offer an excellent benefits package which includes:**

- Annual salary of £24,000 (circa £29,000 including tips)
- Guaranteed 42 hours per week, permanent contract
- Generous share of staff gratuities
- Free staff meals
- Free parking
- 28 days holiday rising to 32 after 5 years' service
- Paid training
- Paid shift breaks
- Work base pension
- Bike to work scheme
- Progression within an exciting, privately owned trophy Hotel.

Being part of our friendly, dedicated team you will be the first point of contact for our guests when they arrive at Prestonfield, you will have a warmth and approachable manner, take pride in your appearance, good communication and ability to work individually and as part of our team. A good level of IT skills would be an advantage as would previous experience in a hospitality environment however full training will be provided.