



JAC Recruitment

We are recruitment specialists around the globe

Thailand

PR/114616 | Guest Relations (Japanese-speaking)

募集職種

人材紹介会社

ジェイエイシーリクルートメント タイランド

求人ID

1504000

業種

旅行・観光

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2024年11月19日 10:34

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Position: Guest Relations Officer (Japanese-speaking)**Work Location:** Silom**Working schedule:** 5 Days per week / Working in shift**Qualification:**

- Able to speak Japanese (N3+) to facilitate communication with Japanese colleagues and local stakeholders.
- Previous experience in guest relations, customer service, or hospitality preferred.
- Excellent communication and interpersonal skills.
- Strong problem-solving abilities and a proactive approach to guest service.

- Flexibility to work shifts.
- Good in English.

Key Responsibilities:

- It is a position where you mainly serve Japan customers at the front desk. However, our customers are not only Japan, so we can use Thai or English according to the customer.
- Welcome and greet guests upon arrival with warmth and professionalism.
- Provide personalized assistance and information to guests in hotel facilities, services, and local attractions.
- Handle guest inquiries, requests, and complaints promptly and effectively, striving to exceed expectations.
- Act as a liaison between guests and other hotel departments to ensure seamless communication and service delivery.
- Maintain accurate records of guest interactions, preferences, and feedback.
- Assist with translating documents, signage, and communication materials into Japanese as needed.
- Collaborate with the front desk, concierge, and other departments to ensure a smooth guest experience from check-in to check-out.

Benefits:

- Meal allowance
- Night shift allowance
- Group insurance.
- Provident Fund
- Bonus

If you're interested in this job please kindly click "APPLY" button, for more details please feel free to contact K. Thananya, 063-474-4005

会社説明