

Valet attendant provides exceptional service to all guests and potential guests by assisting them in a friendly, efficient, courteous and professional manner. They will provide valet parking services that safely and efficiently move guest vehicles to a designated parking location while following company policies and procedures. This function may include assisting with loading and unloading of luggage, providing information in regard to the hotel's facilities and events, and directions to local attractions.

Essential Duties and Responsibilities

- Maintain a courteous and professional attitude at all times.
- Promote good will by being courteous, friendly, and helpful to guests, managers, and fellow employees.
- Park and retrieve guest vehicles in a safe and efficient manner.
- Thorough knowledge of hotel services and amenities.
- Have knowledge of local activities and establishments.
- Must be flexible to work any shift, including weekends and holidays.
- Explain, calculate and collect parking fees.
- Must report any driving violation to supervisor.
- Adhere to hotel's dress code policy.
- Perform other related duties as assigned.