

Front Desk Agent

Job Title:	Front Desk Agent
Department:	La Jolla Shores Hotel Front Desk
Description:	Provides services to guests by checking them in and out, booking tours, giving directions, and meeting other customer service needs at the oceanfront hotel.
Hours:	F/T, am/pm
Qualifications:	Previous hotel front desk experience required. Excellent customer service skills. OPERA experience preferred.

To apply in person, please visit our human resources office located west of the La Jolla Beach & Tennis Club entrance on the north side of Paseo Dorado (just past the tennis courts)

Please email your application and resume to Recruiting@ljbtc.com or Fax to **(858) 551-9858** or **Jobline: (858) 551-4643**.