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# Example of Hotel General Manager Job Description

Our innovative and growing company is hiring for a hotel general manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for hotel general manager

* Insure an appropriate level of experience, knowledge and ability to meet job requirements for all staff
* Staff Evaluation
* Conduct performance appraisal and personal development plans for leadership
* Monthly forecasting of revenue, payroll and cost expenditures
* P & L Statement Critique
* Monthly review of financial statement in order to correct problems, assure spending is in line and to plan for future business
* Cost Controls
* Review controls and assure adherence at all times in order to protect the hotel's
* Property/assets
* Wage and Salary Administration

## Qualifications for hotel general manager

* Conduct frequent and thorough inspections of the different hotel operations to ensure they are well-managed and optimise capabilities and resources
* Act as a role model for all colleagues, clearly demonstrating the Jumeirah hallmarks, guiding principles and leadership competencies, and ensuring they are embedded throughout the hotel
* Lead, develop and inspire the hotel management team, encouraging accountability for team and individual performance
* Actively participate in recruitment, succession planning and talent development for the hotel management team to ensure the Jumeirah culture and brand promise are supported
* Ensure learning and development opportunities are provided for all colleagues, to develop capability and skills and to support colleague growth
* Drive a recognition culture through appropriate celebratory events, teambuilding, and recognition initiatives, and foster diversity, cultural and social awareness