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# Example of Valet Job Description

Our company is looking for a valet. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for valet

* Park Cars in a careful manner and ensure car keys are kept in a secure area
* Retrieve car keys in a timely manner
* Maintains an accurate log of parked vehicles, vehicle inspection log
* Reports needed repairs and unsafe conditions to supervisor
* Welcomes and greets all patients and visitors in a friendly manner
* Provides a positive first and last impression to our patients and visitors
* Direct cars in a careful manner and ensure Members and guests park in designated areas
* Drive a multi-passenger golf cart shuttle
* Drive a 12-passenger van round trip with the gated community
* Obey all traffic rules and guidelines

## Qualifications for valet

* Be able to withstand physical demands of the job
* Ability to transport, handle and/or lift a minimum of 50 lbs
* Standard driving experience preferred, but not required
* BCLS at time of hire or within 90 days of hire
* CPI at time of hire or within 90 days of hire
* Previous Valet experience is a huge plus