



Example of Resort Manager Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of resort manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for resort manager

- General maintenance and repair of buildings and grounds
- Obtaining estimates for new projects
- Oversight over the entire Rooms Division providing direct leadership responsibility
- Guide the success of this iconic property in both quality and service, demonstrate an uncompromising eye for detail, marketing and promotions, public relations, community involvement through dynamic leadership style
- Demonstrate constructive owner relations by building appropriate relationship, communicating effectively, and managing expectations and requirements
- Monitor proper operation of the P.B.X
- Restaurant and bar operations
- Guest services (front office and guest services)
- Hotel safety and security
- Resort management, , golf, spa, pool, etc

Qualifications for resort manager

- Maintains all mission critical property information systems
- Hospitality certifications preferred
- CMCA
- Certified pool operator (in some locations)

minimum of ten years commercial construction experience with five years in Hospitality construction

- Prior experience with Primavera, Expedition or similar construction software