

B&B Innkeeper

Inn at the Ninth

Location: Salmon Arm, British Columbia, Canada

Department: Hospitality

Reports To: Regional Manager

Classification: Full-Time

Salary:

- Base salary of \$30,000
- Lodging including utilities and a fully furnished, private four bedroom area of the Inn.
- Commission of 10% of gross sales (excluding taxes).

Summary: GolfNorth Properties is seeking a B&B Innkeeper to manage the Inn at the Ninth, a 6 bedroom bed and breakfast in Salmon Arm, BC, located adjacent to Salmon Arm Golf Club. This location makes it a popular destination for golf enthusiasts and travellers looking for a relaxing and scenic getaway. If you are passionate about hospitality this opportunity is perfect for you.

We offer competitive compensation, plus on-site housing, which includes a fully furnished, spacious private area of the Inn. Live in the heart of the picturesque Shuswap Region surrounded by breathtaking mountains and stunning views of the forests.

More information on the Inn at the Ninth can be found at <https://www.innatnine.com/>

Primary Responsibilities:

A minimum of 2 years of hands-on experience managing a B&B Inn, demonstrating your ability to handle the industry's unique challenges.

- Take charge of daily operations, including guest reservations, reception, general cleaning, guest room cleaning, laundry, grounds work, and overseeing seasonal projects. Inspect guest rooms, public areas, and grounds for cleanliness and appearance.
- Ensure that company standards for guest services, décor, and housekeeping are met.
- Answer questions from guests about the lodging facility's policies and services.
- Coordinate the facility's front-desk activities and resolve problems.
- Desired traits include being personable, possessing exemplary communication skills, being self-motivated, and taking ownership of responsibilities. We value flexibility, good managerial skills, attention to detail, strategic thinking, and the ability to follow through on tasks.
- Ensure a seamless online presence by working with GolfNorth's Head Office on rates, actively monitoring and updating marketing and social media platforms, including Facebook, blogs, review sites, e-newsletters, and participation in local marketing events.
- Proven financial management abilities, including inventory control, to maximize profitability while maintaining exceptional guest experiences.
- Smoking and pets are not allowed on the premises.

Qualifications:

- Previous experience in a culinary or hospitality role is preferred
- Knowledge of food safety regulations and best practices

- Ability to work in a fast-paced environment and handle multiple tasks simultaneously
- Strong communication and interpersonal skills for effective guest relations
- Attention to detail
- Ability to work well in a team and collaborate with others
- Familiarity with Expedia & Booking.com

Apply:

Please submit your resume & cover letter to Jaclyn Perichak at jperichak@golfnorth.ca