

Job Posting April 2021



We are currently hiring for the following non-exempt positions

COOK (AM/PM) - The Cook is responsible for preparing all food items, based on standardized recipes, for all F&B Outlets i.e. restaurant, bar, Marketplace, and Banquets, while maintaining the highest standards to produce an appealing and appetizing product. He/she is also responsible for ensuring cleanliness, sanitation, and safety in the kitchen and work areas while minimizing waste and maximizing the cost/production ratio. Due to COVID and staff reductions, the cook is also responsible for setting up stations, dishwashing as well as the hot and cold lines. \$14.00 per hour.

HOUSEKEEPING ROOM ATTENDANT (AM/FT) - Responsible for maintaining clean and attractive guestrooms according to hotel standards while providing attentive, courteous and efficient service to all guests. \$11.50 per hour.

HOUSEKEEPING HOUSE PERSON (AM/FT) - The Housekeeping Houseperson is responsible for maintaining the cleanliness of guest corridors, elevators and all assigned areas. He/she is also responsible for delivering supplies to Room Attendants and/or items to guest rooms (luggage, irons, coffee, etc.), as well as, bring down trash, laundry and other items as needed. \$10.50 per hour.

FRONT DESK AGENT: (PM/FT) - The Night Auditor is responsible for reconciling all hotel cashier transactions; reviewing, organizing and compiling management reports on a timely basis and ensuring the accuracy of guest billings. He/she is also responsible for effectively communicating concerns and/or related issues to all levels of management and performing guest service agent duties as required, including check-in, check-out, switchboard operation and reservations. \$12.50 per hour.

NIGHT AUDITOR: (PM/FT) - The Front Desk Agent is responsible for providing attentive, courteous and efficient service to all guests during check-in, throughout their stay, and at checkout, while maximizing room revenue and occupancy. \$13.50 per hour.

RESTAURANT LINE COOK - (FT) - The Cook is responsible for preparing all food items, based on standardized recipes, for all F&B Outlets i.e. restaurant, VIP Lounge, poolside, IRD, employee meals, bar, Marketplace, and Banquets, while maintaining the highest standards to produce an appealing and appetizing product. \$14.00 per hour.

STEWARDED (DISHWASHER) (FT/PM) - Responsible for maintaining cleanliness and proper storage of all china, glass, and silver, and ensuring the highest standards of sanitation. He/she is also responsible for assisting the kitchen staff in maintaining the cleanliness of the kitchen and all storage areas; specifically, for cleaning all equipment, utensils, and the physical work area. He/she is also responsible for assisting with proper food storage and rotation. \$10.50 per hour.

MARKETPLACE/BARISTA (PT AND/OR FT) - The Barista/Attendant is responsible for preparing coffee, tea and other beverages according to the beverage menu. \$8.50 per hour, plus tips.

RESTAURANT SERVER (AM/PM - PT/FT) - Associate responsible for receiving and delivering guests food and drink orders and collecting payment. He/she is also responsible for providing the highest quality of service to guests in an attentive, courteous, and efficient manner. \$4.25 per hour, plus tips.

MAINTENANCE/ENGINEER (FT) - The Engineer is responsible for performing skilled repairs to the building and equipment and to maintain the best possible condition at all times with the least amount of inconvenience to guests and employees. \$15.00 per hour.

To Apply in Person: Please visit the Sheraton Arlington Hotel 1500 Convention Center Drive, Arlington, TX 76011. Full Job Descriptions are available upon request. Send resume for current job openings to bcabello@sheratonarlingtonhotel.com or nancy.sorrells@sheratonarlingtonhotel.com

Must be at least 18 years of age.

The Sheraton Arlington Hotel is an EOE, Drug Free Workplace