

INTERNAL MEMO

From : Management
To : Staff
Date : 14th March, 2024

Subject : **Internal And External Job Advert**

This is to inform Our Colleagues that the positions are vacant:

S/N	Vacancy (Internal and External Advert)	Number of Positions	S/N	Vacancy (Internal and External Advert)	Number of Positions
Engineering			Front Office		
1	Plant Operator	1	1	Duty Managers	2
2	HVAC Technicians	2	2	Front Office Supervisors	2
3	STP Operator	1	3	Guest Relations Supervisor	1
4	Electrical Technicians	3	4	Recreation Supervisor	1
Food and Beverage Service			5	Front Office Agents	5
S/N	Vacancy (Internal and External Advert)	Number of Positions	6	Lobby Ambassador	2
1	Food and Beverage Administrator	1	7	Bellman	1
2	Restaurant Managers	2	8	Club Floor Agents	2
3	Hostess Supervisor	1	9	Guest Service Agents	2
4	Bar Manager	1	10	Guest Relations Agents	2
Food and Beverage Kitchen			Conference and Events		
S/N	Vacancy (Internal and External Advert)	Number of Positions	S/N	Vacancy (Internal and External Advert)	Number of Positions
1	Sous Chefs	2	1	C&E Sales Executive	1
2	Junior Sous Chefs	2	2	C&E Key Account Manager	1
3	Chef De Parties	3	Housekeeping		
4	Demi Chefs	4	S/N	Vacancy (Internal and External Advert)	Number of Positions
5	Commis Chefs	2	1	Senior Housekeeping Supervisor	1
Sales and Marketing			2	Public Area Supervisors	2
S/N	Vacancy (Internal and External Advert)	Number of Positions	S/N	Vacancy (Internal and External Advert)	Number of Positions
1	Marketing Manager	1	Reservation		
2	Sales Executive (Mgt. Trainees)	2	1	Reservations Agents	2

Soft copies of the Job Description and Specification will be made available on the "Staff WhatsApp Platform". Interested and Qualified Candidates should send soft copy of their CVs and duly signed application letters to: hr@thelagoscontinental.com on or before **4th April, 2024**. Application letter should be addressed to: The Director of Human Resources, Lagos Continental Hotel. Any application submitted without following the guideline highlighted herein will not be treated.

Regards,



Niyi Agoro

Cluster Director of Human Resources
cc: All Notice Boards