



SONOMA MISSION INN & SPA
POSITIONS AVAILABLE / POSICIONES DISPONIBLES

As of July 12, 2010

Food & Beverage

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	7/12/10	FT - Hourly	In-Room Dining Server	To be of service to our guests. Sell, deliver and account for products from the restaurant for In-Room Dining in a manner consistent with Fairmont standards.
1	6/16/10	FT - Hourly	Santé Food Runner	To be of service and ensure a consistent, correct and quality plate presentation for all food coming off the hot line and to support and assist servers in a timely delivery of dinners to the guests.
1	6/21/10	FT - Hourly	Santé Assistant Server	Must be able to work flexible shifts and be able to work in fast paced environment. Must have excellent communication skills and customer service. Previous Food and Beverage experience required.

Front Office

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	7/12/2010	FT- Hourly	Concierge	Provide future and current guests information on the hotel and surrounding areas. Must have previous hotel concierge experience and be able to stand for up to 8 hours per day. Computer knowledge required.
1	6/7/10	FT - Hourly	Front Desk Agent	Greets and registers guests, provides prompt and courteous service, and maintains/closes out guest accounts while standing at the Front Desk, utilizing a computer, to meet the highest standards of quality.

Golf

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	7/12/10	Seasonal	Golf House Attendant	Maintain the highest of departmental standards as determined by the Director of Housekeeping and the guests. Moderate physical labor. Excellent work ethic, punctuality and positive attitude.

Housekeeping

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	6/24/10	PT - Hourly	Turndown Attendant	Maintain the highest of departmental standards as determined by the Director of Housekeeping and the guests. Moderate physical labor. Excellent work ethic, punctuality and positive attitude.
1	5/5/10	FT - Hourly	Spa Attendant	Keep the Spa clean, neat, stocked and organized while providing excellent guest service at all times.

Retail

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	6/2/10	FT - Hourly	Retail Agent	Responsible for high quality customer service to guests. Will assist guests, transact sales, operate the register functions, clean and restock the sales floor. Strong wine knowledge preferred.

Spa

Positions	Date Posted	Status	Job Title	Description/ Requirements
2	1/4/10 3/10/10	PT- Hourly	Salon Provider	Hair and nail care; specialized salon treatments. Fluent in English; outstanding customer service and communication skills. Must have active CA State Board of Barbering and Cosmetology License.
1	6/24/10	On-Call- Hourly	Massage Provider	To provide the highest quality massage therapy to the resort's guests. Must have California State Massage license and certifications.
2	1/4/10	PT- Hourly	Facial Provider	Skin care and depilatory waxing. Positive attitude and strong guest service orientation. Must have be certified with proper California licensing. Previous hospitality experience preferred.
1	6/14/10	FT - Hourly	Spa Experience Coordinator	Book spa appointments, reservations and assist with the checking in and out of spa guests in a timely and efficient manner while remaining professional and courteous at all times. Must be able to stand for 8 hour shifts.
1	5/24/10	PT- Hourly		

More positions posted on reverse side.

Stewarding

Positions	Date Posted	Status	Job Title	Description/ Requirements
1	6/3/2010	FT- Temp	Steward	Maintain kitchen cleanliness to meet departmental standards. Proper use of cleaning chemicals and equipment. Put away glassware, flatware and silverware in proper locations. Physical labor required.

How to Apply:

Apply in person at 100 Boyes Blvd. Boyes Hot Springs, CA 95416

Office Hours: Monday through Friday 8:00 am to 5:00 pm

Email your resume to: smi.careers@fairmont.com

Fax your resume to: 707-996-7490