

# SunStream Hotels & Resorts

Job Opportunities – September 1, 2006 (Page 1 of 2)



**\$250 Recruiting Bonus for all full time employee referrals!**  
**\$100 Recruiting Bonus for all part time employee referrals!**  
*(See recruiting bonus policy for details)*



*Pointe Estero*

*A luxury condo resort with a Gulf view from every room.*

**GUEST SERVICES MANAGER – FULL TIME** - This position is responsible for the supervision of the front desk team and operations, including hiring, training, scheduling, gift shop inventory, guest registration and various reports. Candidates must be customer focused, solution-oriented and have the ability to multi-task. Exceptional leadership and communication skills are required. Must be proficient in MS Office programs and previous supervisory/management experience is preferred.

**GUEST SERVICES AGENTS – FULL TIME** – Two full time positions are available. Candidates must have ability to interact with guests in a courteous and efficient manner, assisting them with reservations, check in and check out procedures. Must have excellent communication skills and portray a positive attitude over the telephone and in person. Basic computer skills are required.

**MAINTENANCE TECHNICIAN – FULL TIME** - Requirements include repairing and maintaining hotel equipment and systems as directed by the needs of the guests and employees. Perform minor repair and installation and conduct routine preventative maintenance. Previous experience in general maintenance is preferred.

6640 Estero Blvd., Ft. Myers Beach, FL  
Phone: (239) 765-1155; Fax (239) 765-0657



*A contemporary luxury condo resort right on the Gulf.*

**ACTIVITIES COORDINATOR – PART TIME** - Responsibilities include organizing and conducting recreational activities for resort guests. Must be enthusiastic, creative and possess exceptional customer service skills.

**POOL ATTENDANT – PART TIME** – Responsibilities include cleaning and organizing the pool deck and chairs as well as preparing poolside lunch for resort guests. Candidates must have excellent communication and customer service skills.

6620 Estero Blvd., Ft. Myers Beach, FL  
Phone: (239) 765-4300; Fax (239) 765-4646

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**GUEST SERVICES SUPERVISOR – FULL TIME** - Responsibilities include assisting guests with reservations and providing exceptional customer service. Must have excellent communication skills and portray a positive attitude over the telephone and in person. Basic computer skills required. Some supervisory experience is required with regards to shift supervision and Manager on Duty shifts for the hotel.

7317 Estero Blvd., Ft. Myers Beach, FL  
Phone: (239) 765-6700; Fax (239) 765-6909



*Naples' only luxury resort offering full home amenities.*

**HUMAN RESOURCES COORDINATOR – FULL TIME** – This position is responsible for assisting with new hire orientation, new hire paperwork, terminations, uniforms, owner relations and correspondence and providing assistance to the General Manager and Department Managers at Bellasera.

**GUEST SERVICES SUPERVISOR – FULL TIME** – Responsibilities include assisting guests with reservations and providing exceptional customer service. Must have excellent communication skills and portray a positive attitude over the telephone and in person. Basic computer skills required. Some supervisory experience is required with regards to shift supervision and Manager on Duty shifts for the hotel.

**RESORT ATTENDANT – FULL TIME, PM** - The Resort Attendant responsibilities include maintaining cleanliness and order in all common areas of the resort. Must have ability to interact with guests in a courteous and efficient manner, have an eye for detail and high standards of cleanliness. English verbal communication skills preferred; second language a plus.



**EXECUTIVE CHEF – FULL TIME** – This position is responsible for all aspects of managing the kitchen and kitchen staff and ensuring the quality preparation and presentation of all menu items. Coordinate the purchase of food and develop menus, maintaining approved food costs and labor costs. Certification of culinary training is preferred. Candidates must have a minimum of three years culinary experience in a similar position. Lifting is required.

221 9<sup>th</sup> Street, South, Naples, FL  
Phone: (239) 649-7333; Fax (239) 649-6233

**Please note the change in SunStream's job transfer policy below:**

If you are a SunStream employee and have worked in your current position for at least **three months**, you may apply for any of our open positions by completing an Internal Job Posting Application. Please inform your Supervisor that you are applying for the position and forward your application to the Human Resources Department.

**SunStream offers great wages, benefits & incentives! Call our job hotline at 239-765-4111, ext. 250**  
**[www.sunstream.com](http://www.sunstream.com)**