



Love hospitality? Love to meet and interact with fun people? Love to work in a friendly environment? Come train to be a top **Concierge** with us!

The Boulevard Club was announced as the **Great Place To Work** in Hospitality and Retail Industry in Canada for 2023 with 23% higher employee satisfaction rate compared to other typical organizations in the Industry.

- We'll train you!
- We'll feed you!
- We'll reward you!
- We'll offer you an opportunity for your career!

Learn with us the fundamentals of the private club industry. Develop skills and experience in the function of your choice. Participate in innovative projects. Receive one-on-one career advice from the General Manager and/or Department Head.

The Boulevard Club, located 10 minutes west of downtown Toronto on the shores of Lake Ontario is looking for AMAZING people like you!

The first impression is a lasting impression. For most club members and guests, the concierge desk is the first interaction with the club service offerings. The care of a member's class booking, dining reservations, belongings handling, inquiry answering are not duties that should be taken lightly. A lack of a welcoming smile in this role or a delay in service can impact member's entire day or a visit.

Placement Overview

Under the leadership of the Club Ambassador, you will be:

- Learning about the operations of Concierge Desk
- Learning about the Emergency Procedures and how to address them in a timely manner
- Operating switchboard, directing calls to the appropriate management team members
- Directing members and guests to various meeting rooms and other parts of the Club and responding to any questions they may have.
- Making reservations for all Club functions/special events and providing all necessary information for each reservation
- Receiving and handling lost and found items in an appropriate manner
- Creating a welcoming atmosphere for every member, guest and employee entering the club

The Boulevard Club is an inclusive work environment and as such, has a workplace accommodation policy in place. Accommodations are available, upon request, for the interview process and other selection stages for internship applicants with accessibility needs. Please contact Human Resources to discuss further.

Interested applicants are invited to forward their resumes in confidence to careers@boulevardclub.com