



Seshnie Pillay

Curriculum Vitae (CV)

What job i'm looking for? My positive points

My background includes excellent experience in leadership positions in fast-paced offices at leading hotel brands including my current position at Gooderson Leisure. From scheduling work shifts and overseeing administrative operations to managing budgets and ensuring top-notch guest service, I excel at performing comprehensive management tasks to drive efficiency and productivity. Furthermore, I am highly skilled in prioritizing tasks, developing effective communication and organizational procedures, and supervising reservation personnel while maintaining compliance with all guidelines and standards

- Overseeing administrative support functions- including meeting coordination, financial reconciliation, scheduling, and issue resolution while handling all guest concerns in a courteous and professional manner.
- Training, developing, coaching, and supervising front office / desk team members to achieve superior customer service and guest experiences and drive adherence to hotel policies and procedures.
- Communicating regularly and effectively with cross-functional departments such as Front desk reception, Concierge, financial department
- Excelling at balancing multiple tasks while providing top-level organization and communication skills and improving operational systems

Preferred occupation ReservationsGuest serviceFront Office
Hotel jobs

Contacts and general information about me

Day of birth	1989-03-10 (36 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Additional information

Salary you wish	22000.00 R per month
How much do you earn now	18250.00 R per month