



Company Details Confidential



#JOB-2421718



Co. Galway,



No of positions : 1



Paid Position



40 hours per week



36000.00 Euro Annually



20/11/2025



18/12/2025

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : eoin@reliancerecruitment.ie



Open your camera
app & point here
to view this ad
online



Duty Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

If you are passionate about hospitality and striving for a rewarding career that truly values work-life harmony, look no further.

Core Role & Responsibilities

The Duty Manager is the central pillar of hotel operations, ensuring service excellence and seamless department coordination.

Leadership & Team Development

Operational Oversight: Expertly oversee the day-to-day operations, ensuring the smooth functioning and high standards of all hotel departments.

Team Motivation: Lead, motivate, and manage the team to deliver consistent, exceptional guest service.

Culture: Foster a positive, supportive work environment that encourages growth and professional development.

Guest Experience & Problem Resolution

Service Excellence: Ensure all guests' needs are met and exceeded, striving to deliver a memorable stay for every visitor.

Issue Resolution: Act as the main point of contact for guest inquiries and promptly, professionally, and creatively resolve any concerns or challenges that arise.

Decision Making: Think on your feet and make sound, timely decisions that contribute positively to the hotel's success and guest satisfaction.

Operational Excellence

Compliance: Maintain strict adherence to high standards of cleanliness, safety, hygiene, and all hotel policies and regulations.

Collaboration: Ensure seamless coordination and communication between the Front Office, Food & Beverage, and Housekeeping departments.

Continuous Improvement: Work closely with the management team to develop and execute strategies for continuous operational and service improvement.

Experience:

Hotel Management : 2 years (required)

Skills:

Team Motivation Operational Oversight Service Excellence Issue Resolution

Benefits:

Bike to work scheme Employee discount On-site parking Sick pay Store discount

- **Sector:** accommodation and food service activities

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 2
- **Minimum Qualification:** Level 5 (incl Leaving Certificate/ Leaving Certificate Applied/ Leaving Certificate Vocational Programme)

(Desirable)

- **Ability Skills:** Administration, Customer Service
- **Competency Skills:** Decision Making, Leadership, Management
- **Languages:** English C2-Master (Fluent)
- **Proximity Locator Distance:** 22 Kilometres