



BED RES INVESTMENTS LIMITED



#JOB-2441344



Abbey Street Upper, Dublin 1,



No of positions : 1



Paid Position



40 hours per week



40000.00 Euro Annually



02/04/2026



30/04/2026

## How to apply

### Application Method :

Not available



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



## Front of House 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

We are actively recruiting the role of Front of House Manager for our Clink i Lár Hostel located in the heart of Dublin City.

If that's a yes, then we want you!

We are looking for a fun, bubbly and highly organised leader who can juggle multiple priorities while keeping the guests smiling. You will be the face of the hostel, ensuring smooth day-to-day operations and supporting the team to deliver exceptional service.

Reporting into the General Manager/Operations Manager, your overall responsibility will be the successful running of the Front Office Department ensuring that our guests have everything they need for a memorable stay with us as well as supporting the Reception Host Team and Security Teams in their roles by providing coaching, training and leadership skills. You will also work alongside different heads of department within the hostel and the wider Clink team. Your department is the first interaction that our guests have when they arrive to the hostel and the last our guests see when they leave. You will have the power to create lasting positive memories for our guests.

Some of your key responsibilities are:

- Overall responsibility for successful operation of the Lobby and Reception
- Oversee all front office operations including guest check-in and check-out, reservations, time-line management, and guest queries
- Lead and inspire the Front of House team
- Work closely with Revenue Management to ensure room and bed allocation optimisation
- Manage the front office Budget, monitor occupancy, revenue and front office KPIs.
- Have a proactive approach to selling, upselling and interacting with guests
- Maintain high standards of service, organisation and presentation
- Drive ancillary sales in your department, travel shop items, tour tickets, café sales etc. think outside the box

- Ensure compliance with health, safety and security regulations.
- Engage in continuous feedback with your team, conduct shift briefings, weekly team meetings, monthly manager meetings.

- Minimum 2 years' experience in Front Office leadership role
- Proven Track record in Revenue Management and commercial acumen
- Strong Knowledge of Dublin's hospitality market and competitor landscape
- Proficiency with hotel PMS (previous MEWS experience a big plus), channel managers and revenue management systems
- Excellence in guest service and complaint resolution
- Proven experience in running a Front Office team
- A natural people person who loves making others feel welcome

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

### **Career Level**

- Managerial