



## Group Reservation Agent (m/f/d) - Corporate Office

Ruby is a young, fast growing hotel group with existing hotels in Germany, Austria and Great Britain, as well as many other projects under construction throughout Europe. The Munich-based group led by founder and CEO Michael Struck is breaking new ground with its Lean Luxury philosophy: a location in the heart of the city, top design and high-quality furnishing. Through a lean organization and concentration on the essentials, Ruby creates a contemporary, affordable form of luxury for modern, cost- and style-conscious customers.

### Duties and responsibilities that will excite you at Ruby, as you will be:

- checking the daily arrivals and departures
- the first point of contact for our international guests by email and telephone
- maintaining our PMS and other highly specific systems
- implementing our Ruby SOP's
- looking after our guest requests
- keeping the monthly statistics

### Get in touch, if you have/are:

- professional training in Hospitality Management or similar
- first experience in the reservations and/or front office department
- an absolute team player and a host through and through
- a good instinct when answering guest feedback
- very good MS Office skills
- an excellent command of both German and English (written and spoken)

### Ruby bietet dir:

- permanent contracts, since you will be part of our family from day one
- plenty of room for creativity and innovation
- travel opportunities - domestically and abroad
- an opportunity to work in a truly exciting and expanding hotel collection and to be part of new hotel openings
- staff rates for you, your family and friends in our Ruby Hotels
- corporate benefits
- a stylish working place in the heart of the city
- team and afterwork events in a relaxed atmosphere
- communication as equals instead of hiding behind formalities

## Lean Luxury philosophy in the soul with the Ruby Spirit at heart.

**Diversity and being different** is important to us, which is why we strive for a team where the **most diverse bunch of people** can find their place. With us, you should **be yourself**. Everyone brings their own rhythm and their own melody. This is how **our unique groove** comes to life. Did we mention, that **we love music**?

As a team, we want to be **the best at what we do**. And we like to walk **off the beaten path** to do so.

We **enjoy what we do** and don't take ourselves too seriously. We prefer **talking as equals** with each other as well as with our guests, instead of hiding behind titles and formalities. We're all united in our wish and goal: to give everyone – employees, guests and clients – **the feeling of having arrived**, where **the real heart of the city** beats.

We're not looking for a perfect CV, but rather a **personality, which fits to our team**. Sounds interesting? Apply now.

### **Become part of our team – Make it your own story!**

Do you have any questions? Feel free to reach out to our HR team under +49 89 12 50 952 20 or apply directly online.

[www.lean-luxury.com](http://www.lean-luxury.com)

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Jetzt bewerben

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