



CAPELLA

SINGAPORE

NATIONAL KAOHSIUNG UNIVERSITY OF
HOSPITALITY AND TOURISM

CAPELLA SINGAPORE



Opened in March 2009.

Inspired by the beautiful surroundings, architect Lord Norman Foster designed a mesmerizing modern structure, with 112 guest rooms and 81 private residences, to sit in harmony with the colonial heritage dating back to the 1880s. Recently refurbished by designer André Fu.

Capella Singapore © 2023



Confidential - Not for public circulation

ROLES AVAILABLE

Food & Beverage Trainee

- Order taking and menu description
- Up-selling products based on your extensive product knowledge
- Inspect the set-up of cutlery, crockery and glassware on table
- Monitor the operations of Point of Sales (POS) Systems when managing food and beverage order
- Prints bill, check bill thoroughly before presenting to guests and accept payment

Front Office Trainee

- Responsible for the overall tenure, efficient check-in / check-out, in room explanation, all form of payments and update of guests' preferences.
- Assists guests with Dining, Transportation, Entertainment, Events, Tours, Directions and requests or any other needs.
- Prepare guest registration card and room key
- Escort guest to room and provide room orientation

Housekeeping Trainee

- Perform cleaning activities in rooms and public areas, such as bedmaking, dusting, vacuuming
- Replenish amenities and supplies in rooms and public areas
- Update room status accurately and on a timely basis
- Inspect rooms for cleanliness and readiness for arrival guests in accordance with hotel standards

