



TSOGO SUN CASINOS . HOTELS

ENTERTAIN. IT'S WHAT WE DO.

TSOGO SUN PROUDLY SUPPORTS THE NATIONAL RESPONSIBLE GAMBLING PROGRAMME. WINNERS KNOW WHEN TO STOP.
ONLY PERSONS 18 YEARS AND OLDER ARE PERMITTED TO GAMBLE. NATIONAL PROBLEM GAMBLING COUNSELLING
TOLL-FREE HELPLINE 0800 006 008.

DUTY MANAGER

Suncoast Hotel and Towers

Tsogo Sun welcomes job applications from passionate and hard-working team players who want to be part of our ever growing Tsogo Sun family. We value our employees and provide them with the means to grow within the company, opening many doors in the process. If this is an offer that excites you, send in your application and you could be the newest addition to our family.

Our successful Duty Manager ...

- Manage staff with **clear instructions** and **delegation** so that all **daily operations** run smoothly and all staff know what is expected of them
- Effectively manage all **Front Office procedures and controls** at a senior level to ensure **professional efficiency** and **high standards of quality** in all departments with particular focus on **hotel standard operating procedures**.
- Prioritize all aspects of **customer service**
- Build a **competent** and **motivated team** across all departments, ensuring that all guests have a seamless and satisfying experience.

If you have these **qualifications**, join our team: Grade 12 (NQF 4) or bachelor's degree / diploma in Hospitality Management, good telephonic and report writing skills; computer literacy (Opera Cloud, Word, Excel, Outlook and Power Point), strong leadership and practical management abilities, a proven keen customer service focus, and a minimum of two years' hotel experience.

CLOSING DATE: 23rd September 2025

To apply, your written application must include:

- CV (maximum 4 pages)
- Contactable references (with telephone numbers)
- Covering letter with three reasons why you're our top candidate for the job!

For info or to apply, , **click on the below link or scan the QR code:**

<https://app.smartsheet.com/b/form/019951a162d77f35ba17214973c853aa>

Only successful applicants will be contacted

