



F17: FRONT OFFICE SUPERVISOR

(Gold Reef City Casino)

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 Hotel Front Office Supervisors, Guest Services Supervisors and Shift Leaders ...

- Accurately and efficiently fulfil all **administrative requirements** of the Front Office
- Ensure **excellent customer service levels** are maintained in the implementation of **systems, loyalty programmes, reservations and forward bookings**
- **Build and maintain a working environment** in which staff are fully trained, supportive of each other and competent
- Work as part of a team or individually to deliver high **quality standards**.

If you have these **qualifications**, join our team: Matric (NQF 4); good numeracy, verbal and written English skills (NQF 4); at least two years' experience as a receptionist.

CLOSING DATE: 27th March 2026

To apply, your written application must include:

- CV (maximum 4 pages)
- Internal Application form signed by HOD/Line Manager
- Contactable references (with telephone numbers)
- Covering letter with three reasons why you're our top candidate for the job!

To apply, email your written application to goldreefcity.careers@tsogosun.com.

Only successful applicants will be contacted

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.

