



*Hospitality Management*

## **JOB POSTING**

---

We are currently hiring for the position of:

**Chief Engineer**  
at Jefferson Street Inn

We are searching for an energetic, self-motivated individual for the Chief of Engineering position at The Jefferson Street Inn. We need an individual with a background in facilities management & hospitality to direct day-to-day operations.

- Perform and assist in overseeing the physical operations of the hotel, including maintenance and repair, and order parts and supplies in a timely and efficient manner.
  - Analyze and resolve work problems or assist other associates in resolving work problems.
  - Responsible for 24-hour emergency maintenance.
  - Educate and train all members in compliance with governmental and safety regulations.
  - Promote teamwork and quality service through daily communication and coordination with other departments.
  - Communicate with all hotel department heads to stay informed of maintenance needs and ensure timely responses to requests.
  - Respond in a courteous and prompt manner to all guest questions, complaints and/or requests to ensure the highest level of guest satisfaction.
- Carry out preventative maintenance program to ensure facility is maintained and in service for our guests.
- Attend department meetings and training sessions as necessary.