



Understanding People

Assistant Lounge Manager アシスタントラウンジマネージャー（エグゼクティブフロア）

Luxury international hotel brand

Job Information

Recruiter

Specialized Group

Job ID

1581926

Industry

Hotel

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

March 24th, 2026 01:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Assistant Lounge Manager - Executive Floor アシスタントラウンジマネージャー エグゼクティブフロア

Our client, a renowned luxury hotel chain, is seeking an Assistant Lounge Manager for their Executive Floor. This role offers the unique opportunity to enhance guest experiences through personalized service and engagement, particularly for international guests. Enjoy the benefits of working in a world-class environment with a focus on employee experience and company culture.

Key Responsibilities:

- Manage guest check-in/check-out using OPERA system
- Oversee food and beverage services on Executive Floor

- - Enhance guest experiences through engagement and personalized service
- - Ensure quality of food items and preparation methods
- - Coordinate with departments for seamless lounge operations

Qualifications:

- - Experience with OPERA property management system
- - Strong guest engagement skills
- - Experience in food and beverage management
- - Fluent in English
- - Experience in luxury hotel operations
- - Knowledge of Japanese culture and cuisine

Company Description