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Clerk Executive job in Germany with scholarship Visa Guide

Job Location

Germany

Remote work from: Germany

Base Salary

USD 2,500 - USD 3,500

Qualifications

12th Pass or Vocational Training in Hospitality

Employment Type

Full time
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Description

Job Position: Hotel Management Clerk Executive

Company Name: Alpenblick Hospitality Group

Base Salary: \$2,500 – \$3,500 Monthly

Qualifications: 12th Pass or Vocational Training in Hospitality

Experience: 1 year in Front Office or Guest Services

Hiring organization

Alpenblick Hospitality Group

Date posted

December 12, 2025

Valid through

06.03.2026

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Skills: Strong communication skills in English, German language proficiency (A2/B1 preferred), Proficiency in hotel reservation software, Time management, Professional demeanor

Responsibilities: Manage guest check-in/check-out processes, Handle reservations and room assignments efficiently, Respond to guest inquiries and complaints, Process payments and maintain accurate daily records, Coordinate with housekeeping and maintenance departments

Description:

Alpenblick Hospitality Group is searching for motivated and customer-focused candidates for the role of Hotel Management Clerk Executive in Germany. This is an exciting opportunity for individuals with lower-level experience or some hospitality background to join our dynamic team and build a career in the European hotel sector. We value reliability, a willingness to learn, and exceptional service standards to ensure a memorable experience for all our guests.

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