



Super 8 Cornwall, 2694 Brookdale Avenue, Cornwall, ON K6J 5Y2 613-932-8888

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## Night Auditor

Super 8 Cornwall is hiring an experienced Night Audit Clerk to work One 9 hour shift or more (Sunday nights 10pm – 7am)

Duties include:

- Front Desk duties providing Customer Service
  - Checking guests in during the nightshift (knowledge of Synxis PRM system an asset)
  - Provide security and customer service
  - Check out guests in the morning
- Performing Night Audit Duties
- Continental Breakfast Setup

Applicants must be mature, experienced, bondable, pass a criminal background check, and provide references for reliability and trustworthiness.

Individual is required to work alone, show good judgement, have excellent oral and written communication, pay attention to detail.

Wage will depend on experience. Must have own transportation, no public transportation is available.

Drop off cover letter and resume at hotel or send to [sandra@super8cornwall.com](mailto:sandra@super8cornwall.com)