

## **Job Descriptions: White Orchid Concierge and Breakfast Chef**

**Location:** White Orchid Hotel, Sivota, Greece

**Contract:** Full time from April 2026 – October 2026

### **About Us:**

White Orchid is a unique, adult-only boutique hotel in Sivota. With just eight one bedroom suites, our focus is on individuality, personal service, and creating a relaxed, stylish atmosphere for our guests. We are looking for two service minded and enthusiastic individuals to join our team for the upcoming season:

### **Position 1: Breakfast Chef**

- Prepare and serve breakfast in a relaxed outdoor setting, ensuring high food quality and friendly service
- Maintain cleanliness and hygiene across the kitchen and dining area. Manage stock, monitor supplies, and handle ordering when needed.

#### **Requirements:**

- Hospitality or food service experience preferred, with knowledge of food safety standards
- Valid driving licence, fluency in English and Greek. Able to work early mornings and weekends

### **Position 2: Concierge**

- Provide a concierge service for both the hotel and surrounding villas.
- Welcome guests and manage check-in/check-out while providing a smooth, professional experience
- Offer personalised local recommendations and arrange reservations, transport, and activities
- Respond to guest enquiries and uphold Simpson Travel's service standards.

#### **Requirements:**

- Hospitality or customer service experience with strong communication and organisational skills
- Valid driving licence, fluency in English and Greek
- Knowledge of Sivota and nearby areas is an advantage

### **Benefits:**

- Competitive salary and company car/car allowance depending on role.
- Live-in accommodation available
- Work in a stunning location with a supportive, professional team

### **How to Apply:**

Please send your CVs and cover letter to [rania.mazi@simpsontravel.com](mailto:rania.mazi@simpsontravel.com) with the subject line: *White Orchid Hotel Positions*.