

CAREER OPPORTUNITIES

Crown Beachfront Vipingo (BFV) is a new luxury beach resort located along the scenic Vipingo coastline, offering world-class hospitality experiences, exceptional dining, wellness, recreation, and conference facilities. As we prepare for our grand opening, we invite suitably qualified, experienced, and highly motivated individuals to join our dynamic team and fill the following positions;

1. GENERAL MANAGER

Duties and Responsibilities

- Provide overall strategic leadership and direction for the hotel, including developing and implementing business plans, budgets, and operational strategies to achieve organizational objectives.
- Drive the hotel's financial and operational performance by ensuring the achievement of revenue, profitability, and occupancy targets through effective management and continuous improvement

Education and Experience

- Bachelor's Degree in Hospitality Management, Hotel Management, or related field
- Master's Degree in Hospitality Management, Hotel Management, or related field will be an added advantage.
- Minimum Ten (10) years' progressive hotel management experience, with at least 5 years at senior management level in a four-star or five-star hotel.

2. FINANCE MANAGER

Duties and Responsibilities

- Develop, implement, and monitor the company's annual budgets, forecasts, and financial plans to support strategic and operational objectives.
- Prepare accurate and timely financial statements, management accounts, and other financial reports for Management and the Board of Directors.

Education and Experience

- Bachelor's Degree in Finance, Accounting, Commerce, Business Administration (Finance/Accounting Option), or a related field from a recognized institution.
- Certified Public Accountant (CPA)(K) or Relevant professional Qualification.
- Minimum of Seven (7) years' relevant experience in financial management in the hospitality industry.

3. HUMAN RESOURCE MANAGER

Duties and Responsibilities

- Coordinate the recruitment, selection, onboarding, and retention of competent employees in line with the company's workforce requirements.
- Develop, implement, and monitor the performance management system to enhance employee productivity and organizational performance.

Education and Experience

- Bachelor's Degree in Human Resource Management, Business Administration, Commerce, or a related field from a recognized institution.
- Membership of the Institute of Human Resource Management (IHRM) in good standing and CHRP (K) certification
- Minimum of Seven (7) years' relevant experience in Human Resource Management in the hospitality industry.

4. SALES & MARKETING MANAGER

Duties and Responsibilities

- Develop, implement, and monitor sales, marketing, and business development strategies to achieve the company's revenue and market growth objectives.
- Develop and manage corporate sales initiatives by identifying, negotiating, and maintaining strategic relationships with corporate clients, travel agents, tour operators, and other business partners.

Education and Experience

- Bachelor's Degree in Marketing, Hospitality Management, Tourism Management, Business Administration, or a related field from a recognized institution.
- Minimum of Seven (7) years' relevant experience in sales and marketing in the hospitality industry.

5. EXECUTIVE CHEF

Duties and Responsibilities

- Develop and review menus that meet customer preferences, promote innovation, and support the company's revenue and profitability objectives.
- Prepare, monitor, and control food costing to ensure efficient utilization of resources and achievement of approved cost targets.

Education and Experience

- Bachelor's Degree in Culinary Arts, Hospitality Management, Food Production, Hotel Management, or a related field from a recognized institution. A Diploma in Culinary Arts or Food Production with extensive relevant experience may be considered.
- Minimum of Seven (7) years' relevant experience in food production in a hotel or hospitality environment.

6. FOOD & BEVERAGE MANAGER

Key Duties and Responsibilities

- Plan, coordinate, and oversee all restaurant operations to ensure efficient service delivery and an exceptional guest dining experience.
- Manage bar operations by ensuring effective beverage service, stock control, compliance with licensing requirements, and profitability.

Education and Experience

- Bachelor's Degree in Hospitality Management, Hotel Management, Food & Beverage Management, Tourism Management, or a related field from a recognized institution. A Diploma in Hospitality Management or a related field with extensive relevant experience may be considered.
- Minimum of Seven (7) years' relevant experience in food and beverage operations.

7. FRONT OFFICE MANAGER

Duties and Responsibilities

- Plan, coordinate, and oversee all front office operations to ensure efficient reception, check-in, check-out, and guest service processes.
- Manage room reservations and inventory to maximize occupancy, revenue, and operational efficiency.

Education and Experience

- Diploma in Front Office Management, Hospitality Management, Tourism Management, or a related field from a recognized institution. A Bachelor's Degree in Hospitality Management, Tourism Management, Business Administration, or a related field will be an added advantage.
- Minimum of Seven (7) years' relevant experience in front office operations preferably in the hospitality industry.

8. EXECUTIVE HOUSEKEEPER

Duties and Responsibilities

- Plan, coordinate, and oversee all housekeeping operations to ensure guest rooms, public areas, and back-of-house areas are maintained to the highest standards of cleanliness and presentation.
- Manage laundry operations to ensure the timely cleaning, handling, and distribution of linen, uniforms, and guest laundry.

Education and Experience

- Diploma in Housekeeping and Laundry Management, Hospitality Management, or a related field from a recognized institution. A Bachelor's Degree in Hospitality Management or a related field will be an added advantage.
- Minimum of Seven (7) years' relevant experience in housekeeping operations in the hospitality industry.

Other Employment Opportunities:

In addition to the positions listed above, Beachfront Vipingo is also recruiting for a variety of roles across several departments, including

- Accountant
- Accounts Assistant
- Cost Controller
- Cashiers
- Human Resource Officer
- Sales and Marketing Officer
- Purchasing/Procurement Officer
- Chief Engineer
- Security Supervisor
- ICT Officer
- Storekeeper
- Front Office Supervisor
- Receptionists
- Night Auditor
- Housekeeping Supervisors
- Laundry Supervisor
- Laundry attendants
- Room Attendants
- Restaurant Supervisors
- Waiters/Waitresses
- Bartenders/stewards
- Baristas
- Commis Chefs
- Sous Chefs
- Chef de Partie
- Pastry Chef
- Bakers
- Kitchen Stewards
- Spa Therapists
- Fitness Instructors
- Lifeguard
- Electrical/Plumbing Technicians
- Drivers

Comprehensive job profiles, including detailed job descriptions and job specifications for all positions, are available on our website: <https://beachfrontvipingo.com>

How to apply

Interested and qualified candidates are invited to submit a signed application letter, a comprehensive and up-to-date Curriculum Vitae [CV], and certified copies of their academic and professional certificates.

Kindly note:

- Applications should be sent via email to: hr@beachfrontvipingo.com
- Clearly indicate the position applied for in the email subject line.
- Application Deadline: **25th July 2026**
- Only shortlisted candidates will be contacted.