



KO Brentwood
Job Title: Host/Hostess
Location: Brentwood, Essex
Salary: £23,000 - £26,000
Job Type: Full-Time

Experience Level: ideal for individuals who are friendly, organised, and passionate about hospitality.

About Us:

KO Brentwood is an exciting new chapter in the KO legacy, offering a modern yet authentic dining experience that blends traditional Indian flavours with contemporary innovation. As the first point of contact for our guests, the Host/Hostess plays a vital role in creating a welcoming and seamless dining experience.

Job Role & Responsibilities:

As a Host/Hostess, you will be responsible for delivering an exceptional first impression and managing the flow of guests efficiently. Your responsibilities will include:

- Greeting guests warmly upon arrival and providing an excellent first impression.
- Managing reservations using the booking system and accommodating walk-in guests efficiently.
- Coordinating seating arrangements to maximise efficiency and guest comfort.
- Communicating with front-of-house staff and kitchen teams to ensure smooth service flow.
- Providing accurate wait times and keeping guests informed while they wait.
- Assisting with special requests, such as birthday celebrations, large parties, and VIP guests.
- Ensuring the entrance, waiting area, and reception desk are clean and presentable.
- Handling guest enquiries in person, over the phone, and via email in a professional manner.
- Supporting the overall team in creating a welcoming and memorable experience.

Requirements:

- Previous experience in a host/hostess or front-of-house role in a busy restaurant is preferred.
- Exceptional customer service and communication skills.
- Strong organisational skills and the ability to multitask in a fast-paced environment.
- Confidence in using reservation systems and handling guest bookings.
- A friendly, welcoming personality with a passion for hospitality.
- Ability to remain calm under pressure and efficiently handle guest queries.
- Immaculate personal presentation and professional demeanour.

What We Offer:

- Competitive salary of £23,000 - £26,000 per year.
- A dynamic and collaborative work environment.
- Opportunities for career progression within KO.
- Training and professional development opportunities.

How to Apply:

If you have a passion for hospitality and enjoy creating memorable guest experiences, we would love to hear from you! Please send your CV and a short cover letter to recruitment@kobrentwood.com.