



BAY WOODS *of* ANNAPOLIS

FRONT DESK ASSOCIATE

POSTED ON: 6/08/2018

JOB TYPE: Part-time Position

Responsibilities

Alternating weekends, Friday and Saturday 4pm to 8pm and Sunday 8am to 4pm. Responsible for having thorough knowledge of the daily events and activities throughout the community and serving as the “hub” of communication for the entire community with the sole aim of assisting residents, visitors and vendors.