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Staff Meeting

1. Adjective _____
2. Noun _____
3. Verb _____
4. Noun _____
5. Noun _____
6. Noun _____
7. Verb - Non 3Rd Person Singular Present _____
8. Noun - Plural _____
9. Noun _____
10. Proper Noun _____
11. Verb _____
12. Noun _____
13. Adjective _____
14. Verb - Present Tense _____
15. Noun - Plural _____
16. Verb - Present Tense _____
17. Noun _____
18. Adjective _____
19. Noun _____

Staff Meeting

The Reception & Concierge Desks is the _____Adjective_____ point of contact between the _____Noun_____ and our Club. It is therefore the first opportunity the Club gets to _____Verb_____ and create a lasting impression. It is our _____Noun_____ to create an exceptional and memorable experience for every _____Noun_____ and _____Noun_____ who _____Verb - Non 3rd Person Singular Present_____ through our _____Noun - Plural_____. The Reception or Concierge is likely the first _____Noun_____ that a _____Proper Noun_____ will _____Verb_____ with at the club which makes our role very important. As such, the service delivery by Member Services is a _____Noun_____ of who we are as a Club.

Reception vs. Concierge: The Reception Desk is typically responsible for _____Adjective_____ and guests, taking payments, answering or transferring _____Verb - Present Tense_____ enquiries, controlling access, etc. while the Concierge is typically responsible for making _____Noun - Plural_____ for activities in and around the city, and to provide or find information about local features such as _____Verb - Present Tense_____, sports or recreational activities, destination breaks, and obtaining tickets for events. They are also responsible for issuing locker keys and locker rentals, making travel arrangements for sightseeing, receiving, storing and delivering dry-cleaning and _____Noun_____ - "everything from the _____Adjective_____ to the _____Noun_____".

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