

Trainee/Internship Program Offer

(10343) Front Office Management – Rosemary Beach, FL



Start Date: September 2022

Program Duration: 12 months

Compensation: \$12.50 per hour

Housing: \$140 per week, \$320 security deposit

Number of Position Offered: 2

Host Company Description:

The hotel sits on the shores of scenic Rosemary Beach, FL. Providing customers with a deluxe stay experience, the hotel is known for its luxurious amenities, gorgeous architecture, and world-class cuisine and customer service. The hotel is seeking inspired individuals who wish to learn and improve hotel management skills and customer service.

Position Description:

- Learn all aspects of front office operations, reservation system, guest registration process
- Learn hotel and brand guest service standards
- Learn how to upsell guest rooms and promoting hotel services
- Advance management skills and supervisory duties

Applicant Qualifications:

- To apply for the **Internship** program, applicants must be **hospitality or tourism management** undergraduate/graduate students OR a be recent graduates who begin program within 12 months of the graduation date
- To apply for the **Trainee** program, applicants must hold **hospitality or tourism management** degrees and have least 1 year of professional work experience related to the degree, OR be career professionals of 5 or more years of professional experience in this field
- Applicants must speak **ADVANCED ENGLISH**, have a positive attitude and the ability to communicate with clients and hotel associates

How to Apply:

1. Submit a professional resume with a professional photograph
2. Indicate availability dates (start and end dates)
3. Indicate this offer number and title