



CETUSA
Council for Educational Travel, USA

Trainee/Internship Program Offer

(10386) Front Office Program – Los Angeles, CA



Start Date: May 2022

Program Duration: 12 months

Compensation: \$17.00 per hour

Housing: not provided

Number of Position Offered: 2

Host Company Description:

With its location near LAX, South Bay Beaches, and many restaurants and tourist attractions, this hotel offers a modern and sleek stay for its guests. Featuring European-inspired details, including a tapas menu and craft cocktails, this hotel is an ideal place to stay in the Los Angeles area. They are seeking interns and trainees in the hospitality sector looking to gain experience and skills in their field.

Position Description:

- Gain skills in all aspects of front office operations, reservation system, guest registration process
- Practice 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 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 with 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