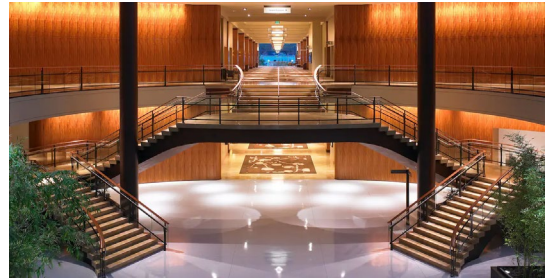


Trainee/Internship Program Offer

(10447) Front Office Program – Seattle, WA



Program Duration: 12 months

Compensation: \$14.49 per hour

Housing: temporary hotel stay upon arrival

Number of Position Offered: 4

Host Company Description:

The host company is a world-renowned hotel brand, located in Seattle, WA. This four-star hotel has stylishly decorated Asian-themed room décor, a renovated lobby and a steakhouse restaurant with flavorful dishes made with local and regional ingredients. Located in the heart of Seattle's east end, Bellevue, this hotel demonstrates a mix of style and substance. The hotel is also near attractions such as Meydenbauer Bay Park, Bellevue Downtown Park, and the Inspiration Playground.

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