



Trainee/Internship Program Offer

(10390) Front Office Program – Denver Area, CO



Program Duration: 12 months
Compensation: \$16.80 per hour
Housing: not provided
Number of Position Offered: 2

Host Company Description:

With three hotels in the Denver area, the host company provides visitors and vacationers relaxing stays, event spaces, and wonderful customer service in this beautiful and mountainous region of the U.S. As a wonderful locale for business and adventure, these hotels are great locations for candidates looking to experience American culture and the hospitality industry at the same time.

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