



**CETUSA**  
Council for Educational Travel, USA

## **Trainee/Internship Program Offer**

### **(10471) Front Office Program – Moab, UT**



**Program Duration:** 12 months

**Compensation:** \$15.00 per hour

**Housing:** \$80 Shared Room/ \$150 Single Room (Paid Biweekly)

**Number of Position Offered:** 2

#### **Host Company Description:**

This host is a resort and spa in stunning Moab, Utah. This region of the U.S. is known for its natural beauty and scenic views. The resort offers elevated cabin stays for intimate getaways and family vacations alike—cozy cabins and grand ranches can be reserved for 1 to 12 people. The resort offers a variety of outdoor adventures from horse back riding to off-roading, as well as more relaxing experiences at their spa. This training program is a fantastic opportunity for applicants who are adventurous and are eager to explore the more natural side of the United States.

#### **Position Description:**

- Train with 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 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
- Advanced English is required
- Ability to work as part of a team with strong communication skills

#### **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