



**CETUSA**  
Council for Educational Travel, USA

## **Trainee/Internship Program Offer**

### **(10802) Front Office Program – New Orleans, LA**



**Program Duration:** 12 months  
**Compensation:** \$15.00 per hour  
**Housing:** 30-day temporary stay  
**Number of Position Offered:** 2

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

This 4-star hotel located in New Orleans features beautiful views of the Mississippi River and is nearby New Orleans' vibrant French Quarter. With a variety of lounges and restaurants – this hotel has something to offer to every guest. Take in the culture and history while walking the streets of New Orleans and experience the Mardi Gras festival that celebrates the music, art, and culture of the area.

#### **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 management** undergraduate/graduate students OR be recent graduates who begin the program within 12 months of their graduation date
- To apply for the **Trainee** program, applicants must hold **hospitality management** degrees and have at least 1 year of professional work experience related to the degree, OR have 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