



**CETUSA**  
Council for Educational Travel, USA

## **Trainee/Internship Program Offer**

### **(10724) Restaurant & Catering Management Program – Philadelphia, PA**



**Start Date:** Summer 2024

**Training Duration:** 12 months

**Compensation:** \$16.00 per hour

**Housing:** Not provided

**Number of Positions Offered:** 1

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

This host company is a restaurant located in the heart of Philadelphia that offers authentic Middle Eastern food. It is known for its fresh ingredients, great service, and is now a go-to spot for catering in Philadelphia.

#### **Position Description:**

- Understand operational dynamics, finding areas of improvement.
- Coordinate with the chef to schedule weekly staff shifts, maintaining optimal workflow and staff satisfaction.
- Proactively reach out to surrounding businesses via email and personal visits to expand catering services.
- Conduct weekly inventory checks and report findings to assist with effective stock management
- Plan the ordering of non-perishable items using cost-effective vendors (i.e. Alibaba) to reduce expenses
- Assist in planning and executing pop-up dining and catering events, tracking prime costs to analyze profitability

#### **Applicant Qualifications:**

- To apply for the **Internship** program, applicants must be **hospitality, tourism or restaurant 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, tourism or restaurant management** degrees and have at 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
- Excellent English is required
- Willingness to learn and develop leadership 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