

# **Trainee/Internship Program Offer**

## (11011) Housekeeping Supervisor Program - Indianapolis, IN





Hours: 32-40 hours per week

Compensation: \$15.00-\$17.00 per hour

Number of Position Offered: 1 Housing: 2-week temporary stay

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

Located just across the White River from the Indianapolis Zoo, this upscale hotel is close to the best of Indianapolis. Just a short walk to White River State Park, popular restaurants, and the Soldiers & Sailors Monument, visitors can enjoy a convenient stay with elegantly-designed rooms. The sophisticated on-site restaurant focuses on innovative cuisine and locally-sourced ingredients.

#### **Position Description:**

- Learn all aspects of the rooms division operations
- Assist in front of the house and back of the house duties
- Learn room inspection, quality control, employee scheduling, inventory management
- Advance management skills and supervisory duties

### **Applicant Qualifications:**

- To apply for the **Internship** program, you must be an undergraduate **Hospitality/Tourism Management** student OR a recent graduate starting the program within 12 months of graduation.
- To apply for the **Trainee** program, you must hold a **Hospitality/Tourism Management** degree and at least 1 year of work experience OR be a career professional of 5 or more years in related field.
- Applicants must have prior housekeeping work experience
- Fluent in English (reading, writing and speaking skills)
- Must be friendly, outgoing, organized, self-reliant, efficient and have computer 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