



Council for Educational Travel USA

Trainee/Internship Program Offer

(10950) Front Office & Rooms Program – San Diego, CA



Program Duration: 12 months

Compensation: \$21.00 per hour

Housing: not provided

Number of Position Offered: 4

Host Company Description:

Nestled in a luxurious coastal setting, this 5-star resort offers a blend of elegant accommodations, world-class dining, and exceptional service. The property has a stunning golf course, a state-of-the-art spa, and multiple swimming pools, providing guests with a serene escape. The hotel is renowned for its attention to detail and commitment to delivering a personalized experience to every guest.

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