

Trainee/Internship Program Offer **(11090) Front Office Program – Miami, FL**



Training Duration: 12 months

Compensation: \$16.00 per hour

Housing: none provided

Number of Positions Offered: 1

Host Company Description:

The host company is a luxury condo-hotel located in Miami's vibrant Brickell district. The property's interiors blend playfulness with luxury, featuring original art pieces like sculptures and paintings. The Brickell district is known for its upscale shops, casual eateries, and entertainment venues. The property is only 20 minutes from Miami's iconic South Beach, with outdoor opportunities like kayaking, snorkeling, and sunbathing!

Position Description:

- Learn 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 a be recent graduates who begin program within 12 months of the graduation date
- To apply for the **Trainee** program, applicants must have either a degree or professional certificate from a foreign post-secondary academic institution and at least 1 year of prior related work experience in the **hospitality or tourism management** field acquired outside the United States OR 5+ years of 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