

INTERNSHIP ABROAD IN GREECE

Hospitality internship, Front Office in Greece, Cyprus, Malta

Our partners are luxury hotels groups based in
Greece, Greek islands and Malta

DESCRIPTION

- Greet and inform customers on living conditions: rates, benefits
- Make reservations, record arrivals and departures
- Resolution of complaints
- Maintain information materials available to customers
- Propose and / or sale of tourist services
- Reply to mail, fax, phone
- Check or have control rooms (minibar drinks consumed in the "Equipment Loan")
- Ensure billing of travel, meals
- Accept the bills, payments control deferred
- Establish rates / Sales trips

DETAILS

- Full board accommodation
- 400 euros/month
- 4 to 6 months internship, **from April**
- 48h/ week (1 day off)
- Languages: English fluent