

INTERNSHIP ABROAD IN UNITED KINGDOM

Hospitality internship, Front Office in Norwich

Our partner is a luxury hotel located in Norwich.

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

- 2-3 months internship
- 40h/ week (2 days off)
- Salary: 750 £
- Languages: English fluent