

Available Positions: Management Trainee

POSTING NOTICE

Roger Smith Hotel Management Training Program - Fact sheet WHAT is the Roger Smith Management Training Program?

We offer a 12-month rotational, management training program during which trainees spend 3-4 months in major operational areas of the hotel. Trainees have the opportunity to work as assistant managers of each area, reporting directly to the department head specific to each rotation and the General Manager.

Training Departments include:

- Front Office/Guest Experience/Reputation Management
- Food and Beverage/Events Management/Bar Management
- Operations/Housekeeping/Back-of-the House Rooms Division
- Sales/Marketing/Reservations/Revenue Management
- Others negotiable (Human Resources, Accounting, Project Management, etc.)

Compensation: Trainees receive \$600 per week and a deduction for housing in a shared apartment on the top floor of the hotel. We expect trainees to live in the apartment fulltime and to honor all rules and expectations that come with being part of that community (handbook distributed during orientation).

Trainees are eligible for 10 days of paid vacation plus all official holidays. Trainees who are scheduled to work extra days may negotiate comp time with current department head and program coordinator.

The program typically starts in September or February. When current trainees finish their 12 months, new ones can arrive.

WHO are the Roger Smith Trainees?

Each training group is comprised of between 5 and 7 recent graduates looking to advance their careers in the field of Hospitality Management. Most of our trainees are international and train with us under the J-1 Practical Training Visa. For International candidates, acceptance to the Management Training Program is contingent upon successful application for the J-1 Visa prior to the program start date.

The program has been around for over 20 years and has an extensive alumni network of global industry leaders.

Profile of Roger Smith Trainee:

Students should be fluent English speakers

Preferable - Students in their last year of university or post-graduates who have studied Hospitality Management or a related field - though any excellent candidate will be considered.

They should have:

Curiosity, a hunger for learning/self-improvement, ability to work independently,

Ability to work as part of a team (and with diverse community of co-workers and housemates)

Sense of humor, identified hospitality/tourism career goals, open mind

They should be:

Flexible, respectful, professional, fun to work with, industrious, intrigued by responsibility

If interested, email resume to: pknowles@RogerSmith.com.