

Paid Front Office internship in Toulouse, France

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Location

Toulouse, France

Category

Front office

Job Type

Internship

Duration of internship

3 months

Base salary

577 euros/month

Work Hours

40 hours/week

Languages

English (B1), French (C1)

Line of business

Hospitality, Tourism

Description

As a Front office intern your main objective will consist in provide the best experience to the guest, insuring a warm welcome and providing all the relevant information to the guests.

This position is also available in the following locations: Strasbourg, Marseille, Paris, Bordeaux, Aix-en-Provence.

Responsibilities

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

Company's presentation

Our partner is a new hospitality concept of urban hotels. Now a day, it's possible to find a hotel in the most important cities in France. Enjoy your internship in Paris, Strasbourg, Marseille, Toulouse, Bordeaux, etc. With a strong Human Resources politic, it's a nice company to work with.

Profile required

You speak French fluent (B2 or more). You have got an internship agreement (enrolled at the university): You are available from 3 to 6 months. You are smily and repsonsible.

Recruitment process

First Skype interview with PIC Management and presentation of vacancies. Confirm the vacancy with your school (internship agreement) and activate your application.

Fee charged only once the internship is secured with the host company you previously chose. 385 euros for a 3 months internship, 15 euros/aditonal week

Apply online or send your CV at students@pic-management.com

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