



# FRONT OFFICE INTERNSHIP

## LINE OF BUSINESS

HOTEL

## LOCATION

UBUD, BALI

## SKILLS REQUIRED

- Able to communicate well in English
- Motivated & Social
- Pro-active

## EDUCATIONAL BACKGROUND

- HOSPITALITY
- HOTEL MANAGEMENT
- TOURISM

## BACKGROUND COMPANY

JOB TITLE: **FRONT OFFICE** COMPANY HOTEL •

This Australian owned 5-star hotel is situated in the middle of nature in Ubud. The hotel receives guests from all over the world and is very private. The company is looking for a student who is willing to learn the practicaains- and outs of the Front Office department in the hospitality business.

## JOB DESCRIPTION

- Greeting guests and offering them a beverage
- Answering phones
- Handling company inquiries, sorting and distributing mail
- Mail also schedule meetings and travel for executives.

## APPLY NOW!

Are you interested in an internship on a fabulous location in the green heart of Ubud, please let us know and send your cv to [contact@internbali.com](mailto:contact@internbali.com)



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