

JOB VACANCY

HDC (161)-HRM/IU/2021/527
13th October 2021

Manager, Hospitality Business Business Solutions

MINIMUM QUALIFICATION & REQUIREMENT

1. Masters or MNQF Level 9 Qualification in Hospitality Management/Business with minimum 4 years of experience in Hospitality and Tourism Management.
2. Degree or MNQF Level 7 Qualification in Hospitality Management/Business with minimum 6 years of experience in Hospitality and Tourism Management.

OVERALL SCOPE

Responsible for managing and handling all business activities related to tourism business under Hospitality Business Management Section in the department.

SCOPE OF WORK

- Work collaboratively with all department managers to make sure operations are running smoothly in tandem with one another.
- Remain updated on latest tourism and hospitality trends around the world and incorporate them appropriately.
- Determining new investment opportunities through market research and trends.
- Establish relationships with tourism stakeholders and identify opportunities for new contracts.
- Developing new business strategies according to the law and legal procedures.
- Promote the products/services addressing or predicting clients' objectives.
- Analyze data and generate reports to identify potential for business growth and improve performance.
- Ensure both the company and clients adhere to contract terms.
- Study competition to find new ways to retain customers and develop new markets.
- Set sales and revenue targets and work diligently to meet them.
- Seek new areas of business to meet revenue targets.
- Conduct product/service development & handle products & services portfolio.
- Ensures that sales efforts are progressing and meeting goals, targets, etc.
- Establish yearly budget for marketing and controlling expenditure.
- Assess risks and makes recommendations based on a thorough analysis of all factors involved in a business situation.
- Seek business growth opportunities through partnerships and new initiatives.

JOB SKILLS AND SPECIFICATIONS

- Proven work experience as hospitality, tourism or business manager for 4 years.
- Knowledge of the best practices and procedures for tourism and hospitality operations.
- Excellent communication, leadership, relationship building and interpersonal skills.
- Problem-solving aptitude.
- High level of responsibility and accountability.
- Strong management and organizational skills.
- Proven track record of meeting and exceeding targets.
- Understand how to present features and benefits of product and services to customers with differing needs.
- Extensive knowledge of various tourism-related trends.
- Excellent analytical and presentation skills.
- Excellent proficiency in Microsoft Office Packages such as Excel, Word, etc.

SALARY PACKAGE:

Salary negotiable based on qualification and experience.

Application Process

Send the application along with your CV, copies of Accredited Certificates, Job Reference Letters, Police Report and ID card or Driver's License copy via the link (<https://rb.gv/d7gtqq>) For any additional queries please contact to 3353535.

Application Deadline:

Date: 20th October 2021 (Wednesday)

Time: 14:00hrs