

## **ARCHITECTURE & QUANTITY SURVEYOR TRAINEE**

### **THE JOB:**

We are looking for a person to join the Projects, Construction and Technical Services Corporate Team and supporting the team in everything related to project reporting and project development. This person will assist in the reporting of different projects in the Central Europe Area and in the development of smaller projects by verifying budget, design approval and coordination. It is a great opportunity to develop project management skills & experience in hospitality projects.

**DURATION:** 6 months starting March 2020

### **KEY RESPONSIBILITIES:**

- Prepare executive reports of projects with different tools
- Analyse business development projects and develop layout adjustments.
- Coordinate information coming from hotels
- Support external consultants with necessary material/feedback
- Punctually support in projects by coordinating information with different stakeholders
- Reporting and coordination with consultants for opening or repositioning hotels.
- Deal with different Interior Designers developing projects in EMEA to achieve quality and cost objectives
- Support Central Europe team with daily tasks
- Interpretation of design drawings and specifications for approval

### **A SUCCESSFUL TRAINEE:**

- Must be enrolled in a school program to be eligible for the internship (Traineeship Agreement Required)
- Fluent knowledge of English (C2), verbally and in writing. Written English is at reporting level
- Other languages like German or Polish are a plus
- Knowledge of reporting processes and following up processes
- Ability to coordinate with multiple parties meet conditions of performance and agreements
- Basic knowledge of design and construction processes
- Basic knowledge of construction materials & quality conditions
- Understanding of budgets related to scope of work
- Advanced knowledge of PowerPoint, Autocad and Microsoft Office Products
- Work under deadlines in a fast-paced environment
- Work independently and remotely for short periods
- Willing to travel
- An independent working styles
- Preferably Previous experience in the hospitality industry

### **ABOUT THE COMPANY:**

Radisson Hotel Group is a leading hospitality company serving as a true host and best partner to guests, owners, business partners and talent. Our eight unique hotel brands offer award-winning and exceptional hotel experiences, originating from our strong Scandinavian heritage of design and innovation. Our brands embody our modern vision of hospitality, including authentic local tastes, stylish living design, unique locations and vibrant social scenes.



Radisson Hotel Group brings a refreshed commitment to hospitality leadership to meet the changing travel industry and the bespoke needs of our guests. We provide exceptional service in all of our hotels across the globe and strive to deliver a hospitality experience that is beyond guest expectations.

Want to know more? Click on the following link: <https://www.youtube.com/watch?v=oz8DwJzD8-w>

The Corporate office of the Radisson Hotel Group is based in Brussels, Belgium. For more information visit <https://www.radissonhospitalityab.com/>

To apply for this internship, please visit: <https://careers.radissonhotels.com/> or contact: [joanna.rafe@radissonhotels.com](mailto:joanna.rafe@radissonhotels.com)