

## **CORPORATE HUMAN RESOURCES TRAINEE**

### **THE JOB:**

Radisson Hotel Group, one of the most dynamic hotel companies in the world is looking for a trainee for the Human Resources Department

This position provides support in a wide variety of areas and handles many day-to-day tasks related to recruitment, selection, training and people management and development.

**DURATION:** 6 months, starting 27th May 2020

### **KEY RESPONSIBILITIES:**

- Be touch point in EMEA for the company's E-Learning tool Radisson Academy, supporting 7,000 employees with any technical enquiries they may have.
- Assist with the administration of the Performance Management System
- Reply to and direct job applications that come via the Radisson Hotel Group's careers website.
- Assist with Internal Human Resources communication
- Support recruitment activities at the Corporate Support Office
- General administrative support to the whole department
- Manage and contribute ideas to the Trainee program at Radisson CSO

### **A SUCCESSFUL TRAINEE:**

- has to be enrolled in a school program in order to be eligible for the internship
- has a sharp eye for detail and is very accurate and precise.
- has good excel, word and power point skills
- is fluent in English, both verbal and written
- must be able to prioritise and work within tight deadlines
- is trustworthy, has a high level of passion and integrity
- can work in Europe
- Proactive when it comes to completing tasks

### **COMPANY DESCRIPTION:**

Radisson Hotel Group is one of the most dynamic hotel companies operating in over 80 countries with strong brands such as Radisson and Park Inn. 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: [www.careers.radissonhotels.com](http://www.careers.radissonhotels.com) or contact: [joanna.rafe@radissonhotels.com](mailto:joanna.rafe@radissonhotels.com)

## REVENUE MANAGEMENT PROJECTS TRAINEE

### THE JOB:

We are looking for an intern to work in the Revenue Optimization team (RevOps), based at its EMEA headquarters in Brussels as Revenue Management Projects Trainee!

The RevOps team has the task of maximizing the commercial success of the hotel chain. Hotels do their utmost to provide customers an unforgettable experience, to live by the company's vision of "Every Moment Matters". At RevOps, we strive to get rewarded for the value our hotels deliver, time and time again.

- What is the right price for the beach resort on the Mediterranean shore and for the cute city-centre boutique hotel near the river?
- How can we optimally target the different customer types, from the travelling businessman to the family of five on holidays?
- How can we optimize our results both in low demand periods and high demand periods such as the Olympic Games?
- How will we implement our projects throughout the various geographical regions: Europe, Middle East, Africa?

By joining the RevOps team, you will be part of an incredibly international, diverse team with lots of passion for their work and a common goal: getting results.

During the traineeship you will get the chance to experience and contribute to the key strategic initiatives of the different areas of revenue optimization, such as distribution, pricing and systems. We offer an inspiring work environment with a steep learning curve thanks to strong mentoring and early responsibility. The duration of the traineeship should be at least 6 months, but longer periods are encouraged.

DURATION: 6 months, starting March 2020

### KEY RESPONSIBILITIES

Supporting the team with:

- Project coordination: follow-up, documentation & communication for projects related to Radisson hotel Group 5 Year Plan
- New forecasting tool implementation : developing and managing the direction of the project, taking care of the quality of the process, working on communication plan,
- New tools testing : working with pilot hotels to evaluate benefits and risks, providing recommendation on future roll-out decision,
- Analysis on pricing projects (What has been the impact? What could be improved?)
- The definition of pricing & revenue management projects to drive profitable business

### WHAT ABOUT YOU

- You must be enrolled in a school program to be eligible for the internship (Traineeship Agreement required), preferably in Statistics, Economics, Business or Engineering with good academic results and in or past 3rd year
- You are fluent in English both written and spoken, another European language is a plus
- Knowledge of Ms Excel
- You have a passion for commercial topics in the hotel industry
- You have strong organisational and analytical skills
- You are a team player and good communicator

## SAFETY & SECURITY TRAINEE

### THE JOB:

In the role of Safety & Security Trainee, you will be an integral part of the global Safety & Security team and support the global theatre and hotel S&S teams. You will work closely with the team to update our program and materials in line with the companies 5-year strategic plan, communicate and establish a strong representation of S&S on Radisson's internal and external online channels, reach out to hotels to collect key data and register progress on key S&S action plans.

DURATION: 6 months, starting March 2020

### KEY RESPONSIBILITIES:

- Support the coordination of the global S&S Network
- Assist with proper implementation and monitoring of the S&S Initiatives, preparation of S&S activities and trainings
- Ensure all S&S collateral and documentation is aligned with the RHG brand standards
- Create input for internal communication channels
- Assist with reaching out to hotels to collect key data and registering progress on key S&S action plans.
- Collect and file all relevant information in a S&S file and make sure that this is easily accessible and understandable
- Follow external trends related to S&S and report
- Other related duties as may be assigned from time to time by the S&S Director and the Senior Vice President S&S

### WHAT ABOUT YOU:

- You are enrolled in a school program (internship contract required)
- You have excellent written and spoken English skills
- You have excellent knowledge of Microsoft Office programs and interest in IT systems
- You actively seek innovative solutions and opportunities to develop and learn
- You are comfortable working in a fast-paced environment and you know how to prioritize
- You are self-reliant and able to work with minimal control and direction
- You communicate openly and clearly both verbally and in writing

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