

Events Sales Executive – 40 hrs

Hotel:

Crowne Plaza Belfast
117 Milltown Road
Belfast, BT8 7XP

Department:

Events / Sales

Reports to:

Director of Sales

About us

Andras Hotels is Northern Ireland's largest hotel group and we are proud to have been at the forefront of hospitality for the past 30 years. We subscribe to the Hospitality Employers Charter, which means we are committed to provide training, development and support to all of our team members. We offer a range of staff benefits and opportunities to grow your career in our fast-growing company.

What is the job?

To assist the Group's Sales and Business Development activity to position the Hotels as the destination for first choice in their market sector, securing new business and achieving challenging sales targets.

What we offer

- Discounted hotel rates at 6000 hotels worldwide
- Health Care Cash Plan
- Increased annual leave with service
- Recruit a Friend Scheme
- Employee of the Month Award
- Staff meals while on duty
- Discounted rate at BodyScape Health Club based at Crowne Plaza
- Andras Academy – Training & Development Programmes & progression opportunities within the Andras Hotels Group
- Hotel Incentive scheme.

Your day to day

- Assist in the development and delivery of the agreed Sales Action Plan for the Hotel
- Work closely with the Director of Sales to maximise occupancies and revenues for the hotel
- Build the profile and awareness of the Hotels brand and strengthen the market position of the hotels
- Attending Networking and other Industry events
- Develop current and new accounts and revenue sources
- Manage an agreed list of Key Accounts on behalf of the Hotel and take responsibility for the development of Revenue levels from those accounts
- Explore and deliver business development opportunities, create networks and business alliances which help grow the profile and turnover of the company
- Assist in the delivery of an annual programme of promotional activities
- Prepare reports on all activity (successes, failures and challenges) and on all competition
- Achieve agreed targets on sales and budgets across the Group
- Actively participate in any training and personnel exercises designed to improve standards and performance levels
- The hours of work will involve some evening and weekend work and there may be some travel involved
- Perform other duties as assigned by the Director of Sales

What we need from you

Essential:

- Recent sales or Business Development experience
- **Hospitality Experience**
- Show evidence of working to and achieving targets and a structured reporting system
- Experience of helping to create sales strategies or business development action plans
- Clean driving license and access to a car

Desirable:

- 3rd level qualification or equivalent
- Be able to demonstrate success in developing existing and new business
- Receptive to change

How do I deliver this?

We genuinely care about people, and we show this through living out our promise of True Hospitality each and every day. It's what connects every colleague in all Crowne Plaza hotels.

Crowne Plaza hotel brand delivers True Hospitality in their own way, and at the heart of it all are specific, core service skills.



- **True Attitude:** being caring, wanting to make a positive difference, and building genuine connections with guests
- **True Confidence:** having the knowledge and skills to perform your role, and giving guests the confidence that they can trust you, to help and support them during their stay
- **True Listening:** focusing on what your guest is saying, picking up on body language that is often overlooked, and understanding what the guest wants and needs
- **True Responsiveness:** is about providing guests with what they need and doing so in a timely and caring manner.

There's so much more to the job than we can capture here. It's simply about creating great experiences, doing the right thing and understanding people.

*The statements in this job description are intended to represent the key duties and level of work being performed.
They are not intended to be ALL responsibilities or qualifications of the job.*

To apply, please submit your CV by email to hassistant@andrashouse.co.uk

