

Positions Vacant Posting Form

Position Title	Management Couple
Location	Leisure Inn Spires, Leura
FT/PT/Casual	FT
Summary of Position for Selection Page	<p>Based at Leisure Inn Spires Leura Mall, Blue Mountains.</p> <p>A fantastic opportunity to join one of Australia's fastest growing hotel companies. The position is responsible for the management of Leisure Inn Spires, a small sized property in a regional tourism precinct. You will be an important member of the team and your proactive approach and input will be welcome.</p>
Required Starting Date	Immediate
Description of Work and Duties	The role requires the management couple to look after both the day to day operations of the property plus manage all related body corporate/strata responsibilities.
Selection Criteria	<p><u>Essential</u></p> <p>Qualifications:</p> <ol style="list-style-type: none"> 1. Minimum 3 year experience as Hotel Manager, Rooms Division Manager, or Assistant Manager, 2. 50 + rooms <p>Knowledge/Experience</p> <ol style="list-style-type: none"> 3. EEO and OH&S 4. Excellent written and oral communication skills 5. Financial understanding and experience in preparing and monitoring budgets 6. Analysing P&L statements and planning remedial action 7. Proven knowledge of yield management actions and principles <p>Computer Skills</p> <ol style="list-style-type: none"> 8. Microsoft Office Suite 9. Hotel PMS 10. Back office accounting software <p>Other</p> <ol style="list-style-type: none"> 11. Able to recognise and take advantage of business opportunities

	<p><u>Desirable</u></p> <ol style="list-style-type: none"> 12. Hiram PMS experience 13. Body corporate management knowledge 14. First aid certification 15. Sales and Marketing exposure 16. Knowledge of the Blue Mountains and the relevant markets, retail and wholesale 17. Wage Easy experience 18. Working knowledge of industry benchmarks and able to carry out cost and income margin comparison
<p>Closing Date</p>	<p>20/09/2010</p>
<p>Notes</p>	<ol style="list-style-type: none"> 1. The selection criteria must be addressed in the letter of application 2. Only applicants with the right to work in Australia need apply