

HOTEL CAREERS

A FIRST STEP TOWARDS YOUR FUTURE









The tourism sector includes more than 400 occupations that offer a range of career options.














SALES MANAGER

Sales managers (also called sales representatives) are responsible for selling products and/or services as identified in the sales and marketing plan of an organization. Sales managers are self-motivated, able to set and achieve goals and use time and efforts effectively and efficiently. They have selling skills and strong product/service knowledge, and are able to adapt what they sell to meet specific client needs.

RESPONSIBILITIES

-  Promote products and services
-  Identify and solicit new clients or target groups
-  Prepare sales reports and track activities
-  Estimate or quote prices, credit terms, warranties and delivery dates
-  Prepare sales contracts, process orders and make delivery arrangements
-  May help set direction or guidelines, and assign or review work of others
-  May help organize and conduct sales campaigns
-  Participate in trade shows or other promotions

KNOWLEDGE, SKILLS & ABILITIES

-  A secondary school diploma is required
-  A college diploma or university degree in business, tourism or marketing may be an asset
-  Good communication & excellent interpersonal skills
-  Confidence & optimism
-  Self-starter
-  Previous sales experience is an asset
-  Excellent customer service skills
-  Previous marketing experience is an asset
-  Time management skills
-  Thorough product and service knowledge is generally required
-  Valid driver's licence and/or vehicle may be required

POSSIBLE FUTURE CAREER PATHS

- Retail Salesperson
- Sales Supervisor
- Director of Sales and Marketing
- Executive Assistant Manager
- General Manager

OUR PARTNERS

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