



Intern in Front Office

at a 5-Star Hotel by Hansar Hotels & Resorts in Thailand

Offer Information

- **Company Name:** Hansar Hotels & Resorts
- **Location:** Thailand
- **Department:** Front Office
- **Intake:** July 2025 Onwards
- **Duration:** 6 months
- **Posted:** May 14, 2025

Description

Elevate your professional journey through RMC Asia's Cultural Exchange Program, designed to provide immersive, practical experience in the hospitality industry. At Hansar Hotels & Resorts in Thailand, you'll be placed in the Front Office, working alongside seasoned professionals in a high-end hotel setting.

More positions are also open across Asia's top luxury hotels, offering a range of pathways for eligible applicants. Don't miss the chance to build a global career foundation, apply now!

Front Office – Responsibilities

- Greet and ensure guests feel welcomed upon arrival, attending to special guests like VIPs and handling inquiries.
- Efficiently manage check-ins, check-outs, room assignments, and related administrative duties.
- Handle reservations, process payments securely, and provide information on hotel services, amenities, and local attractions.
- Assist guests with transportation, dining, and local attraction suggestions, while addressing inquiries and complaints.
- Coordinate with other departments to fulfill guest requests and ensure satisfaction throughout their stay.

BBB Student Center

Cra 13 #12-54, C.c. Combeima, Oficina 705, Ibagué, Tolima.



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Professional Services

RMC Asia provides full support from application to program completion:

- Coordination with Educational Institutions
- Resume Preparation
- Matching & Interview Arrangements
- Hiring Interview Coaching
- Host Organization Placement & Verification
- 1-on-1 Support
- Pre-departure & Arrival Assistance
- Insurance & Travel Support
- Visa & Consular Services
- Ongoing Program Support
- Program Completion Assistance.

General Requirements

- 18 – 35 years old
- Enrolled students or graduates from at a college or university
- Relevant background preferred
- Conversational English

On-Board Benefits

- Accommodation
- Visa sponsorship
- Monthly allowance
- 2-3 on-duty meals per day
- Local transportation
- Uniform with laundry service
- Medical insurance
- Arrival support
- Recruitment opportunity by the host
- Unforgettable educational travel experience
- Additional benefits provided by the host!

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