

EVENTS AND GROUPS MANAGER

We are now looking for an Events and Groups Manager to join Corinthia Hotel London's prestigious events team.

Scope and Purpose

As an Events and Groups Manager, you will assist the Deputy Head of Events in the day to day running of the Event Management team with two direct reports. In addition, the Events and Groups Manager will be responsible for handling the larger residential and VIP Events & Groups.

Other aspects of the role will be ensuring that all the relevant information for events and groups is communicated throughout the hotel. Pro-active suggestive selling to ensure that maximum revenue is generated at all times.

Entry Requirements

We are looking for individuals that understand what it takes to be the best and preferably with proven success in a similar environment. If you are a team player, keen to learn with a desire to excel, and have outstanding interpersonal and communication skills please do apply.

Other skills that will need to be demonstrated include:

- Innovation in Event Management
- Experience in a senior events role in a 5 Star environment
- Experience in managing large group bedroom bookings
- Experience working with Opera Sales & Catering System preferred
- Flexibility to work long and irregular hours
- Exceptional customer care skills
- Empathy for your colleagues
- Ability to work under pressure
- Pride and attention to detail in your work
- The finest personal presentation
- Distinctive, professional and warm personality
- Confidence & professionalism in dealing with high profile clients

About Corinthia:

Corinthia Hotel London combines contemporary flair with traditional grandeur. Situated in the cultural heart of the capital, the hotel features 294 beautifully appointed bedrooms, including 7 penthouses and 42 suites, with 24-hour flexible check-in/check-out, elegant restaurants and bars and the largest, most breath-taking spa in London.

London's most exciting luxury 5* hotel opened its doors in spring 2011 and offers exceptional opportunities for individuals who are professional

craftspeople in their chosen career and we are seeking this pivotal role within our expanding Events team.

Providing individual service with precision and empathy for our guests you will be the heart and soul of this iconic 21st Century Grand Hotel. Our culture is strong, vibrant and distinctive. Our talent development opportunities are excellent and ongoing as our company and brand evolves.

Benefits

- Highly competitive salary
- 20 paid holidays per annum (plus bank/public holidays)
- Complimentary meals on duty
- Complimentary dry cleaning of business attire/uniform
- Discounted Salon, Spa, Food and Beverage and accommodation rates – in London and across our the Corinthia Hotel International portfolio
- Professional learning and development programs
- Intra & intercompany transfer opportunities (subject to service & performance)
- Contributory pension scheme provided
- Season ticket loan
- Childcare vouchers

Eligibility

In line with the requirements of the Asylum & Immigration Act 1996, all applicants must be eligible to live and work in the UK. Documented evidence of eligibility will be required from candidates as part of the recruitment process.