

# BECOME PART OF THE LE MERIDIEN FAMILY

## GROUPS SALES SPECIALIST - FULL TIME

### Position Purpose

Le Meridien St Julian's Hotel and Spa is looking at growing its current sales force. Working with an existing team of dynamic individuals, focusing specifically on the groups segment and reporting to the Events Manager.

### Duties

- The Group Sales Specialist is responsible for managing the main group operations within the hotel, with prime focus on business meetings.
- Developing close business relationships with regular clients and event planners.
- Preparing detailed events / functions and planning of pre and post meetings with clients and event organisers.
- Communicating with all the hotel departments, to ensure the success of each function and overall guest satisfaction.

### Skills and Competencies

- The candidate for this role must:
- Have a smart personality with excellent communication and presentation skills.
- Be self-motivated and have a positive attitude, while working well under pressure.
- Work well within a team.
- Be organised and have an eye for detail.
- Be fluent in English and another language. Knowledge of the Maltese language would be an asset but not a requirement for the position.
- Must be computer literate with strong knowledge of MS office and Opera.

### Experience

- At least 2 years of experience in sales and events.

### Are you the perfect candidate?

Please send your CV to our Human Resources Manager by email to [careers@lemeridien.com](mailto:careers@lemeridien.com) or give us a call on [+356 2311 2152](tel:+35623112152).

Get to know us: [www.lemeridienmalta.com](http://www.lemeridienmalta.com)

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*Le* **MERIDIEN**  
ST. JULIANS HOTEL & SPA