

Maxine Curry

Hotel Sales Manager

AREAS OF EXPERTISE

Managing key accounts

Marketing

Revenue generation

International cuisine

Corporate hospitality

Staff performance

PROFESSIONAL

Fluent in Spanish

Fire Marshall

PERSONAL SKILLS

Goal orientated

Articulate

Ambitious

Sociable

CONTACT

*Maxine Curry
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*Driving license: Yes
Nationality: British*

PERSONAL SUMMARY

Maxine has a track record of promoting and selling a hotel, its services and brand. She has a proven ability to maximise revenue and achieve sales targets in the toughest of markets. This is something she does by creating an environment where staff are motivated and encouraged to maximise sales. She has no difficulty acting as a public relations person who can project an image of a Hotel in a positive manner. Right now she is keen to work for a company who are going to invest a lot of time and effort in her development.

WORK EXPERIENCE

Hotel – Birmingham

HOTEL SALES MANAGER Jun 2013 – Present

Responsible for growing the revenue and market share for the hotel and its parent group.

Duties:

- Ensuring the Hotel sales department is always prepared for business.
- Visiting clients as well as entertaining them within the hotel.
- Actively promoting and selling the hotels bedrooms and facilities.
- Responding to guest concerns, questions and problems.
- Soliciting corporate rate business from business travel agents.
- Building and developing strong relationships with both new and old customers.
- Promoting the conference facilities that the hotel has to offer.
- Getting feedback from guests who are leaving and then drawing conclusions from it.
- Actioning all sales leads.
- Putting together sales reports and then forwarding those on to senior managers.
- Carrying out any reasonable requests as required by the General Manager.
- Keeping departmental costs in line with agreed annual budgets.
- Working within the local markets to promote our hotels to corporate clients.

Company name - Location

JOB TITLE Employment dates (i.e. Aug 2011 – Jun 2013)

KEY SKILLS AND COMPETENCIES

- Hold a clean current driving licence and prepared to work some evening and weekend hours on occasions.
- Cultivating relationships with key hotel personnel.
- Training up new staff members in hotel sales techniques.
- Dealing with a high pressure environments during busy periods.
- Seeking out new business opportunities.
- Detail-oriented, with a demonstrated track record of follow through and delivery.

ACADEMIC QUALIFICATIONS

Nuneaton University **2008 - 2011**
BSc (Hons) Hotel Management

Coventry Central College **2005 - 2008**
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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