

# United Arab Emirates Jobs Expertini®

## Events Executive at InterContinental Fujairah Resort

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Company: InterContinental Hotels Group

Location: , , United Arab Emirates

Category: other-general

Events Executive at InterContinental Fujairah Resort  
Hotel Brand: InterContinental  
Location: United Arab Emirates, Fujairah

As the world's largest family of luxury hotels, we all take great pride in being genuine ambassadors of the InterContinental brand. Shaped by decades of international know-how and local insights, our passion for luxury travel spans cultures and customs. Inspiring us to create warm and sophisticated experiences for those seeking a richer perspective on the world.

The InterContinental Fujairah Resort is situated on the shoreline of the exquisite Al Aqah Beach, beneath the spectacular backdrop of the Hajar Mountains. An exceptional destination where Arabian hospitality meets luxury. With 190 rooms, indoor & outdoor event space, restaurants & bar. With over 30 languages and countries represented by the staff, the hotel weaves together an international five-star resort presence.

What's your passion? Whether you're into knitting, kite flying or karaoke, at IHG we're interested in YOU! We love people who apply the same amount of care and passion to their jobs as they do their hobbies - people who help us create great brands guests love. And we're looking for more people like this to join our dynamic & committed team at the InterContinental Fujairah Resort.

**Your Day to Day:** As Events Executive, you will manage the relationship with key events and identify new potential account to achieve hotel budget. Builds profile within local market place through attendance at various events and local market place. Responsible in identifying potential feeder markets. To proactively create and convert revenue opportunities for the InterContinental Fujairah from qualified group leads and other opportunities by planning and executing sales activities based on strategies and financial targets (hotel revenue, room night goals) outlined in the Hotel's annual Business

Plan. Some of your main role responsibilities are: Monitors competitors' activities and assists in marketing intelligence. Refers sales leads to appropriate personnel within the InterContinental Hotels Group. Sells to new, existing and prospective customers considering goals set forth in the sales strategy, negotiating optimum rate for the benefit of the business. Services existing business through management of account bases. Develop and maintain a regular pattern of sales calls (minimum of 25 sales calls) Provides direction on, and conducts market research and analysis. Monitors existing business and inputs into sales strategy meetings to maximize business. Grows existing business and establishes and pursues leads which will develop revenue opportunities. Initiates and prepares tenders for business. Assesses sales and marketing data. Assists with the preparation of seasonal promotions Assists in the evaluation of sales and marketing activities. Actively solicit and book business following hotel standards. Manage Accounts and ensure the constant generation of new corporate prospects for self Maintain a comprehensive, current and guest focused set of departmental standards and procedures and oversee their implementation. Ensure self PDP in place, followed upon and achieved by end of the year Establishes and maintains effective employee relations. Participates in hotel social activities along with other team members Conduct client interviews to touch-base feedback and create future opportunities Entertain clients regularly to break the ice / promote the hotel's facilities and to grow relationships Plan and conduct familiarization tours and site inspections. Demonstrate service attributes in accordance with industry expectations and company standards Takes inquiries for Restaurants, Banquets, or any other F&B potential revenue and convert them into sales Prepares offers and contracts in line with the standards and manual Contacting clients before they arrive at the hotel to conduct final detailed checks, to be a host on the day of the event, reviewing satisfaction levels and willingness to return and conducts follow up calls to ensure bills are received & correct and to secure the next booking Achieves meeting and event goals by implementing the set strategies provided by the Director of Sales & Marketing Displays consultative and value added approach to selling Assists in monitoring productivity and revenues goals by maintaining sales action plans Actively seeks to interact with existing, potential and new clients by show-around, entertainments and lunches, if required Sets up and maintains filing, database, trace and communication systems and follow-up procedures in line with the guidelines provided by the Director Sales & Marketing Maximizes guest satisfaction by communicating customer specifications to the operational team and related departments Promotes the InterContinental

Fujairah Resort where additional business is discovered and refers business in a timely manner. Ideally, you'll have some or all of the following competencies and experience we're looking for: Preferably tertiary qualification in Hospitality Management. 1-2 years previous experience in a similar position or a related field with a proven track record of success. Experience in a 5 star luxury hotel company is essential. Excellent written and spoken communication skills in English, particularly to deal effectively with people from diverse backgrounds. Intermediate to advanced computer skills, particularly knowledge of Microsoft Office software applications and familiarity with the internet and email communications. High level of interpersonal skills and integrity; seen as a neutral and fair individual. Ability to build strong working relationships, internal and external to the organization. Effective time management, prioritization and organization skills, which will be evident when working under pressure and to deadlines. Strong problem solving abilities as well as the initiative to work independently when necessary. Maintains high confidentiality in regards to guest privacy and any related Hotel matters. In return, we offer competitive pay and benefits, and a chance to work with a great team of talented people. Most importantly, we'll give you the Room to Belong. So what's your passion? Please get in touch if this position matches your skills and interests and tell us how you could bring your individual competencies by clicking Apply Online. We are an equal opportunity employer. At IHG, we've made a promise. As one of the world's leading hotel groups, we're here to deliver True Hospitality for Good. Making our guests and colleagues feel welcome, cared for, recognised and respected – wherever they are in the world. Want to be part of the journey? As the world's first and most global luxury hotel brand, InterContinental Hotels & Resorts has pioneered international travel since the 1940s, we are passionate about sharing our renowned international know-how and cultural wisdom in truly impressive surroundings. We all take great pride in being genuine ambassadors of the InterContinental brand and to be part of the brand you will have a thirst for travel, passion for culture and appreciation for diversity. We create inspiring experiences for those seeking a richer perspective on the world. If you'd like to embrace a world of opportunities, we'd like to welcome you to the world's most international luxury hotel brand. Don't quite meet every single requirement, but still believe you'd be a great fit for the job? We'll never know unless you hit the 'Apply' button. Start your journey with us today.

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