

ERASMUS STUDENT WORK PLACEMENT IN THE CZECH REPUBLIC

EMPLOYER INFORMATION	
Name of organization	Barceló Hotels and Resorts
Address incl. post code	Na Strži 32, 140 00 Praha 4
Telephone	+420 241 440 022
E-mail	Praha.fom@barcelo.com
Website	www.barcelo.com
Number of employees	More than 100
Short description of the company	Spanish chain represented in more than 40 countries
Other	

CONTACT DETAILS	
Contact person for this placement	Filip Klimt
Department and designation / job title	Front Desk Assistant
Direct telephone number	+420 241 440 022
E-mail address	Praha.fom@barcelo.com

PLACEMENT INFORMATION

Department / Function	Front Desk/ Front Desk Assistant Reservation dpt./ Reservation clerk
Description of activities	Check in, check out, concierge service, reservation
Location	Prague
Duration	3months or 6 months or 1 year
Working hours per week	40
Accommodation	
Details of financial and “in kind” support to be provided	
Other	Personal meal

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	English - fluent
Computer skills and level of skills required	
Drivers license	
Other	

INFORMATION PROVIDED BY

Name	Filip Klimt
Department / Function	Front Desk/ Front Office Manager
E-mail address	Praha.fom@barcelo.com
Phone number(s)	+420 241 440 022
Date	8.10.2012