



## PR/116865 | Hotel Manager (Pre-opening)

### Job Information

**Recruiter**

JAC Recruitment Thailand

**Job ID**

1526916

**Industry**

Tourism

**Job Type**

Permanent Full-time

**Location**

Thailand

**Salary**

Negotiable, based on experience

**Refreshed**

March 18th, 2025 10:50

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

#### Key Responsibilities:

- Oversee all aspects of the hotel's pre-opening activities, including recruitment, training, and development of staff.
- Develop and implement operational policies and procedures to ensure smooth and efficient hotel operations.
- Collaborate with various departments to ensure all pre-opening tasks are completed on time and within budget.
- Establish and maintain strong relationships with vendors, contractors, and local authorities.
- Monitor and manage the hotel's budget, ensuring financial targets are met.
- Ensure compliance with all health, safety, and regulatory requirements.
- Lead and inspire the team to deliver exceptional guest service and achieve high levels of guest satisfaction.

- Implement marketing and promotional strategies to drive business and increase brand awareness.

Qualifications:

- Bachelor's degree in Hospitality Management, Business Administration, or a related field.
- At least 7 years of experience in hotel management, with a focus on pre-opening projects.
- Strong leadership and team management skills.
- Excellent communication and interpersonal skills.
- In-depth knowledge of hotel operations, including front office, housekeeping, food and beverage, and maintenance.
- Ability to work under pressure and meet tight deadlines.
- Strong problem-solving and decision-making abilities.
- Proficiency in hotel management software and Microsoft Office Suite.
- Excellent communication skill in Thai and English.

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Company Description