

## F&B Coordinator/ GM Assistant Trainee

Ready to get INKed? INK Hotel Amsterdam is looking for an enthusiastic General Manager Assistant trainee with a focus on F&B projects. It is the perfect opportunity to extend your knowledge on management level due to the combined function. Are you entrepreneurial, proactive and an independent worker? Well what are you waiting for? Start writing a new chapter in your own story together with us.

### What does the job entail?

As you already aware, this position is a combination of two functions. Perfect right?! As an F&B coordinator you will support our F&B Manager Ruth in several projects to improve our F&B operation. You will prepare presentations and assist in creating new and innovative F&B concepts for AccorHotels European council. Besides that you also give support on financial tasks such as day closings. As a General Management Assistant you will assist our General Manager Jolanda. You will help her on divers' projects and you will be the responsible person for the roll out of the IAuditor program for AccorHotels Brand Essentials audit.

### A little more about us

INK Hotel Amsterdam MGallery by Sofitel is a luxurious lifestyle hotel and owes its name to the rich history of the building. Back in the days the Dutch newspaper 'De Tijd' was situated in this building. Every detail in our hotel brings us back to that time. Because of that INK Hotel is the place 'Where stories are yet to be written'. Our restaurant PRESSROOM is the living room for our hotel guests and locals. Here we serve delicious dishes made by our INKredible kitchen staff and our bartenders create cocktails with their own personal touch.

Still reading? Of course you would like to know how it is to work at INK Hotel Amsterdam. First and most important, you will join a very close team where initiative is encouraged all the time. We all know each other and together we run the hotel. You will get the opportunity to join several workgroups to extend your responsibilities. We have three workgroups, Be Balanced: to develop a program for your colleagues on a fit & healthy lifestyle – ThINKables: to support colleagues in joy & sorrow and at last Planet 21: If you feel responsible for the planet, sustainability and diversity in our company.

### Tick the box!

Does your story matches our wishes? For this traineeship we are looking for a person who is:

- speaking Dutch fluently and your English is INKredible. Every other language is a nice extra!
- service oriented and you love organizing;
- available for 10 months.

### What's in it for you?

Now on to the practical part of the traineeship. As a trainee you will receive several benefits. Think of:

- trainee allowance of €500 euros per month
- your working days will be Monday till Friday from 09:00 AM to 17:30 PM. You may plan hours to work on your research on a time that suits your best during these hours.
- discount on Accor hotels within the Benelux and the UK, also for your friends and family!
- career opportunities within the Accor Group
- the possibility to join one of our project groups (ThINKables, Be Balanced and Planet 21)
- free Bootcamp!
- and the best benefit of all, you will be part of an INKredible team:~)

### Sounds good?

Do you see yourself working at INK Hotel Amsterdam already? We are looking forward to receive your CV. You can send your e-mail to Sabine and Linel via the e-mail address [h1159-hr1@accor.com](mailto:h1159-hr1@accor.com). Do you have a question for us? Feel free to send us an e-mail or give us a call via 020 627 5900!

