



CAREER PATHWAY

437 Main Street, Bethlehem, PA 18018

FIND OPENINGS: <https://www.hotelbethlehem.com/careers/>

Business Description

Experience world-class service, charming guest accommodations, elegantly appointed lobby, and common areas, award-winning cuisine, beautiful yet efficient banquet and meeting facilities including our new 5,000 square feet Executive Conference Center. We proudly continue the tradition of Bethlehem hospitality which began on the site of our current hotel in 1741.

Knowledge, Skills, and Abilities Needed

We're looking for employees who are or have...

- Dedicated Team Player
- Eager to Learn all aspects of the Hotel
 - Self Motivated



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Marketing
Manager

Marketing or Business Degree and 5 years Hotel/Marketing experience. In this role you work directly with the General Manager of the property. Handling all marketing needs for the Hotel, Banquets, Sales, Restaurants and other outlets.

Marketing
Coordinator

Marketing or Business Degree, and Hotel/Marketing experience. In this position you work under the Marketing Manager. You will coordinate the marketing plan with all departments and how to properly implement.

Reservationist

High School Diploma, GED or equivalent. A reservationist works under the Reservations & Room Sales Manager. In this position you will learn about the reservation process for overnight Guest Rooms. This is the first interaction with a guest before they arrive.

Front Desk
Agent

High School Diploma, GED or equivalent. Front Desk staff works closely with the front office and under the Guest Experience Manager. This is the "face of the Hotel" greeting all guests and answering the main phone line for the Hotel.