

Welcome!

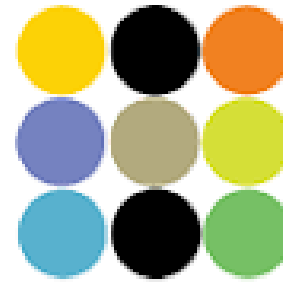
Everyone Matters

With more than 100,000 colleagues across 56 countries, we embrace all cultures, races, ethnicities, genders, sexual orientations, ages, abilities, perspectives, and ways of thinking. Our culture is one that empowers every individual to be his or her best, and such authentic connection inspires the way we care for each other and for our guests.

Each of the unique 14 brands within the Hyatt portfolio offers a distinct interpretation of our foundational purpose: to deliver personalized care and unforgettable experiences.

WE care FOR PEOPLE SO THEY CAN BE THEIR best.

As we continue to grow, we don't lose sight of what's most important—people. Hyatt is a company that was built by family. It's a workplace where coworkers become friends. Every day we care for our guests. Care is at the heart of our business, and it's this distinct guest experience that makes Hyatt one of the world's best hospitality brands.



HYATT
PLACE

45 West North Street
Bethlehem, PA 18018
610.625.0500
www.hyatt.com

Respect Integrity Humility Empathy Creativity Fun

Hospitality Career Path - Entry Level Opportunities



Entry Level Positions

Front Desk Agent

Room/Laundry Attendant

Preventative Maintenance

Bistro Attendant

Housekeeping Room Attendant

Houseman

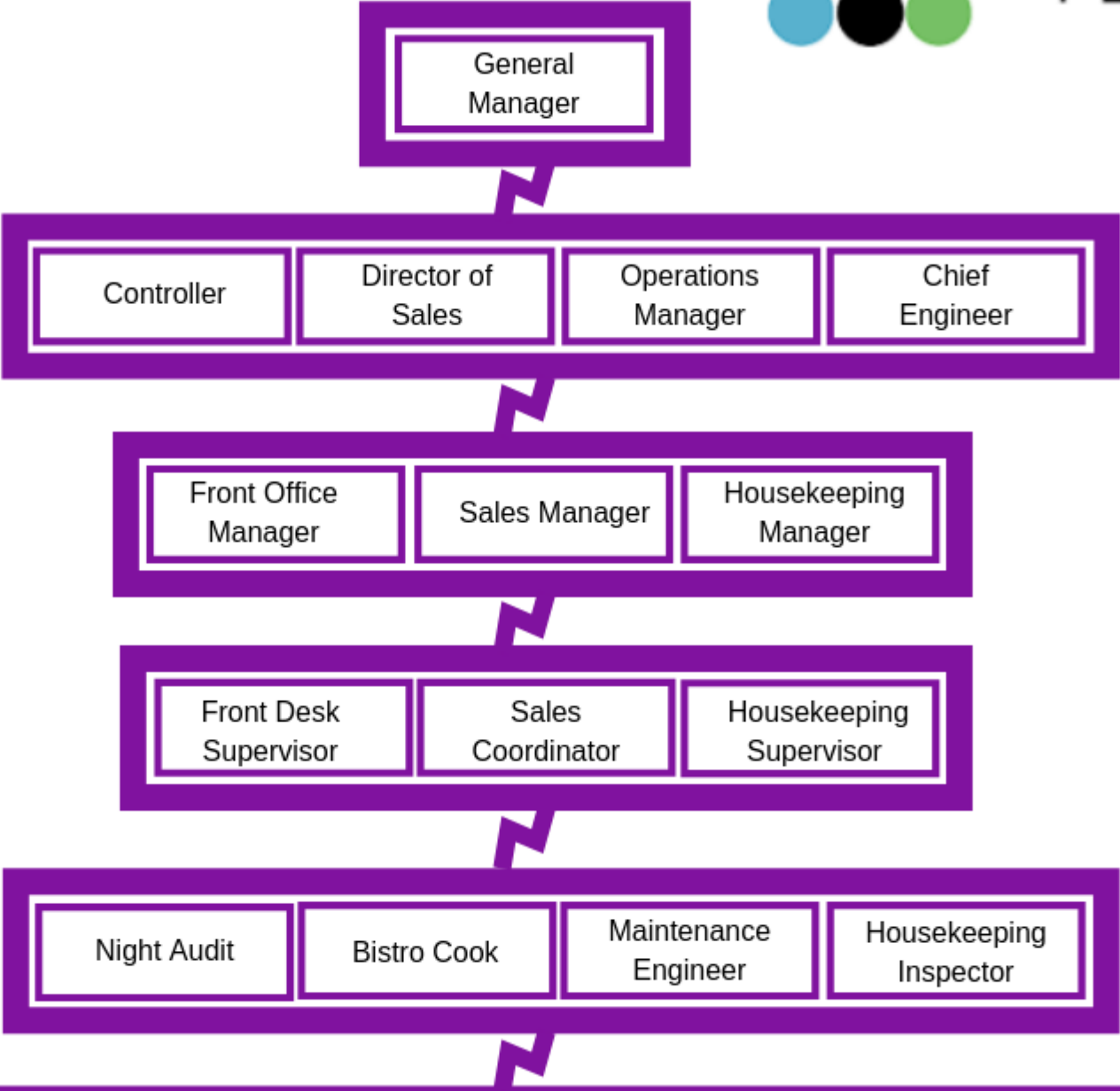
- No prior experience needed.
- Full time and part time available.
- On-site, paid training.
- Flexible schedules.

- Uniforms provided.
- Travel benefits.
- Opportunity for advancement.
- Work Experience in a Professional Setting.

Hospitality Career Path



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Entry Level Positions



Roles and Requirements - Front Desk



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Gallery Host

Entry level front office position. Must be 18 years old and have a high school or GED diploma. Computer knowledge, good organizational skills, the ability to multitask, and customer service experience are preferable. Hourly position.

Night Auditor

Must be 18 years old and have a high school or GED diploma with a minimum 1 year front desk experience. Strong accounting/math and computer skills required. Good organizational skills, the ability to multitask, and customer service experience preferred.

Gallery Host Supervisor

Two years post high school education with a minimum of 2 years experience in front desk position. Hospitality front desk experience expected. Must possess verbal and written English communication skills. Salaries start at \$25,000 per year.

Front Office Manager

Requirements of Front Desk Supervisor with excellent leadership skills demonstrated. Must be able to multitask and have excellent customer service skills. General knowledge of all hotel departments and proper hotel safety/security procedures necessary.

Operations Manager

Four years post high school education with a minimum of 6 years experience in a related position. Minimum 2 years Department Manager experience. Must possess verbal and written English communication skills. Salaries start at \$50,000 per year.

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Hotel General Manager

Bachelor's degree in Hospitality/Business preferred or minimum of 5 years experience in a related position. Minimum 2 years Hotel GM or AGM experience required. Salaries start at \$75,000 per year.



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Roles and Requirements - Sales



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Sales Coordinator

Two years post high school education with a minimum of 2 years experience in a related position. Hospitality experience expected. Must possess verbal and written English communication skills. Hourly position - starts at \$12.00.

Sales Manager

Four years post high school education with a minimum 2 years experience in a related position. Hospitality experience expected. Must possess verbal and written English communication skills. Salaries start at \$30,000 per year plus bonus plan.

Director of Sales

Four years post high school education with a minimum of 5 years experience in a related position. Hospitality, Sales, & Leadership experience a must. Must possess verbal and written English communication skills. Salaries start at \$50,000 per year plus bonus plan.

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Roles and Requirements - Housekeeping



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Entry Level Positions - Housekeeping Host

No hospitality experience necessary. Ability to lift up to 40 pounds is required. Ability to multitask and be detail oriented.

Must be able to spend shift standing, walking. General knowledge of cleaning. Hours vary, weekends and holidays are necessary.

Room Inspector

Minimum 1 year experience in a housekeeping room attendant role.

Must be 18 years or older. Must be able to spend shift standing and walking in a fast paced environment. Detailed oriented and able to multitask. Good communicate skills. Hourly position.

Housekeeping Supervisor

Must be 18 years or older. Minimum 2 years experience in a related housekeeping role. Knowledge of cleaning and department procedures. Great communication skills, ability to multitask. Must be able to walk/move about for long period of time.

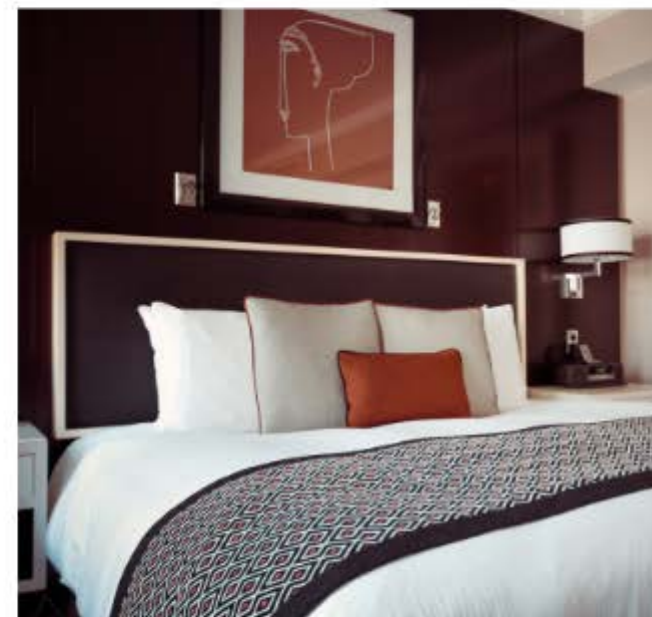
Housekeeping Manager

Four years experience in a Housekeeping leadership role. Knowledge of scheduling, inventory, cleanliness standards. Ability to multitask and operate in a fast paced environment. Salary position - starting at \$35,000.

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Operations Manager

Four years post high school education with a minimum of 6 years experience in a related department position. Must possess verbal and written English communication skills. Advanced knowledge of Housekeeping operations. Salary starting at \$45,000.



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Breakfast Attendant

Knowledge of general food service operation. Must be able to multitask and be organized. Detail oriented with great communication skills. Customer service experience a plus. Must be able to spend shift standing and walking in a fast paced environment.

Breakfast Cook

Must be 18 years old and have a high school or GED diploma. Minimum 1 year cooking experience. Must possess verbal and written English communication skills. General knowledge of kitchen operations necessary. Hourly pay starting at \$10.



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Preventative Maintenance

Entry level maintenance position. Must be 18 years old and have a high school or GED diploma. General knowledge of building maintenance, the ability to multitask and be organized. Hourly position.

Maintenance Engineer

Minimum of 2 years experience in hotel maintenance position. Knowledge of HVAC, electrical, basic furniture repair, dry-walling, pool maintenance. Must possess verbal and written English communication skills. Hourly position - starting pay \$15.00.

Chief Engineer

Four years post high school education with a minimum of 6 years experience in a related position. Minimum 2 years Department Manager experience. Must possess verbal and written English communication skills. Salaries start at \$50,000 per year.