



H H R M A
Hotel Human Resources Managers Association
Bandung

OPEN POSITION LIST (OPL) - AUGUST 2009

HOTEL	VACANT POSITION
ASTON TROPICANA HOTEL & PLAZA Linda Melinda - HR Manager Jl. Cihampelas no 125 - 129, Bandung Phone: (022) 2030101 Fax: (022) 2036622 Email: hrm@astontropicana.com hrcoordinator@astontropicana.com	1 FB Supervisor
	- 25 -30 yrs , male
	- Good English
	- Min 2 yrs experience as Spv
	- Strong at Banqueting
	2 Front Office Agent
	- 20-25 yrs , female
	- Good English
	- Outgoing, energetic, good looking
	- 1 yr experience
	3 Waitress
	- max 25 yrs, min 160 cm tall
	- Good English
- Energetic, good-looking	
- 1 yr experience	
- Good knowledge about Hotel system	
4 IT Supervisor	
- Male	
- Experience 2 years at least at similar position	
- Good Performance	
- Fluent English, Both oral & written	
- Strong Supervisory Skills	
HOLIDAY INN Veronica Setyorini-Dir of Human Resources Jl. Ir. H Juanda 33. Bandung Phone: (022) 4211333 Fax: (022) 4216666 Email: recruitment@holidayinn-bandung.com	1 Director of Sales
	- Expr at the same postion min 2 yrs in 4-5 star hotel
	- Have great leadership competencies
	- Manage
	2 Sales Manager for Jakarta Based
	- Customer oriented
	- Familiar Bandung market
	- Expr at the same postion min 2 yrs in 4-5 star hotel
	3 Restaurant Manager
	- Expr at the same postion min 1 yr in 4-5 star hotel
- Listen to the guests' comments	
- Team player	

HOTEL	VACANT POSITION
	<p>4 Waiter/ss</p> <ul style="list-style-type: none"> - Hotel graduate is preferable - well-groomed and friendly <p>5 Guest Service Agent</p> <ul style="list-style-type: none"> - Hotel graduate is preferable - well-groomed and friendly <p>6 Telephone Operator</p> <ul style="list-style-type: none"> - Hotel graduate is preferable - Have friendly voice
<p>The Luxton Bandung Yeni S. Hilal - Asst. HRM Jl. Ir. H. Juanda No. 18 Bandung Phone: (022) 4220700 Fax: (022) 4220600 Email: hrm@bdg.theluxton.com</p>	<p>1 Driver</p> <ul style="list-style-type: none"> - max 35 yrs , male - SIM B1 <p>2 GM Secretary</p> <ul style="list-style-type: none"> - max 25 yrs , female - Excellent English - Energetic, good-looking - 1 yr experience - Has a good communication skill <p>3 Concierge</p> <ul style="list-style-type: none"> - max 25 yrs , male - SIM A - Familiar with FO Operation - Good English <p>4 Engineering (Daily worker)</p> <ul style="list-style-type: none"> - max 35 yrs, male - Strong at General Maintenance - Healthy
<p>Padma Hotel Bandung I k h s a n - HR Manager Jl. Ranca bentang 56-58 Ciumbuleuit - Bandung Phone: 022- 2030333 Fax: 022- 2036633 email: ikhsan@padmahotelbandung.com</p>	<p>1 Chief Guest Service Officer</p> <ul style="list-style-type: none"> - 25 yrs , female, single - Good English - Min 2 yrs experience as Spv in front desk <p>2 Guest Service Officer</p> <ul style="list-style-type: none"> - 25 yrs , female, single - Good English - Good personality <p>3 Indonesian CDP</p> <ul style="list-style-type: none"> - 27 yrs , male - Good English - good skill on Indonesian and oriental cuisine - 2 yr experience <p>4 Housekeeping Floor Supervisor</p> <ul style="list-style-type: none"> - 27 yrs , male - Good English

HOTEL	VACANT POSITION
	<ul style="list-style-type: none"> - Eneergic, good-looking - 2 yrs experience 5 Bartender - 27 yrs , male/female - Good English - Eneergic, good-looking - 2 yrs experience 6 Shift Engineer - max 27 yrs, male - Strong at General Maintenance - mechanical, electrical background - Speak english is an advantage
<p>HOTEL PAPANDAYAN Riswanti-Human Resources Manager Jl. Gatot Subroto no. 83 Bandung Phone: (022) 7310 799 Fax: (022) 7310 988 Email: riswanti@papandayanhotel.co.id</p>	<ul style="list-style-type: none"> 1 Executive Sous Chef - more than 30 yrs , male - Good personality - Min 2 yrs experience in similar position - Strong in leadership 2 Receptionist - max 25 yrs, male/female - Good personality - Good Commucation in English - Min 2 yrs experience in similar position - Able to operate computer
<p>Puteri Gunung Hotel Tonny Bakri Jl.Raya Tangkuban Perahu KM 16-17 Lembang Phone: (022) 2786650 Fax: (022) 2786902 Email: tonny_hrd@yahoo.com</p>	<ul style="list-style-type: none"> 1 Asst.Chief Enincering - Male, age between 30-40 years - Good English - Good communication & interpersonal skill - Min 2 years experience in the same position - Hotel background 2 Asst.Executive Housekeeper - Male, age between 30-40 years - Good English - Good communication & interpersonal skill - Min 2 years experience in the same position - Hotel background 3 Executive Housekeeper - Male, age between 35-45 years - Good English - Good communication & interpersonal skill - Min 3 years experience in the same position - Hotel background

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	4 Room Supervisor - Male, age between 25-40 years - Good English - Good communication & interpersonal skill - Min 1 years experience in the same position - Hotel background
SanGria Resort & Spa Sudirman - HRD Manager Jl. Hortikultura Lembang - Bandung Phone: (022) 2788777 Fax: (022) 2787045 Email: sudiri@yahoo.com	1 Receptionist - Max 25 yrs , female - Good English - Computer literate - Single 2 Driver - Max 25 yrs , male - Mechanical literate - Knowing Bandung - Single

NOTES:

1. Write the application either in English or Indonesia
2. Write the position applied **on the envelope in case of by post** and **on the subject for email**
3. Attach photo as well as all supporting documents needed