

## **SALES MANAGER**

What's your passion? Whether you're into sports, shopping or karate, at VIP Hospitality Group we're interested in YOU. At VIP, we look for people who are wired to share our core values – vision, integrity, passion, and humility. Are you able to apply the same amount of care and passion to your career as you do to your hobbies - placing our guests at the heart of everything you do? If this is you, EVEN Hotel Eugene and VIP Hospitality Group would be honored to have you join our friendly and professional team.

### **JOB OVERVIEW**

The Accomplish More Manager (Sales Manager) develops business through direct sales solicitation in assigned market segments. This role also supports the General Manager and hotel in developing and setting sales and marketing strategies, ensuring the plans are implemented, results are monitored and sales goals are achieved.

### **DUTIES AND RESPONSIBILITIES**

- Establishes client base of individuals, organizations, associations, social, and/or corporate businesses through direct outside and inside selling to secure business for the hotel to ensure that room night sales and revenue goals are met or exceeded
- Prospects and qualifies new business
- Negotiates guest room rates, meeting room rental, function space, and/or hotel services within approved booking guidelines
- Produces and/or reviews all sales contracts, rate agreements, and/or banquet/catering event orders
- Monitors and handles inquiry calls and provides client proposals in accordance with established departmental policies and procedures
- Produces monthly sales-related reports and sales forecasts for assigned area of responsibility
- Works closely with other hotel departments to facilitate services agreed upon by the sales office and prospective clients
- Shares own wellness journey with team and guests and continues to learn about health, wellness and nutrition for self-development and to bring the EVEN Hotel brand to life
- Attends and represents the hotel at trade shows and conventions and/or participate in sales trips to key feeder markets
- Follows up with clients regularly during and after departure to ensure satisfaction and secure future bookings
- Serves as one of the public relations representative of the hotel and brand champion to the travel, tourism, corporate travel professionals, travel industry associations and events to promote and drive business to the hotel

### **QUALIFICATIONS AND REQUIREMENTS**

- Some College plus 1-2 years sales or marketing related experience, or equivalent combination of education and experience

- Must speak fluent English
- Eligible to work in the USA
- Valid driver's license
- Flexible work schedule
- May be required to work nights, weekends, and/or holidays
- Travel to attend trade shows, meetings or training, often requiring to drive

## **BENEFITS**

- Bonus/Incentive programs
- Upward mobility/advancement opportunities
- Health benefits for full-time associates
- Paid time off
- Retirement savings account
- Onsite Gym access
- Hotel room discount access

So what's your passion? Please get in touch and tell us how you could bring your individual skills to EVEN Eugene Hotel and VIP Hospitality Group.

*VIP Hospitality Group is an equal opportunity employer Minorities / Female / Disabled / Veterans*