

WE ARE
HIRING!



THE
DOMINICAN
BRUSSELS

Plan. Meet. Celebrate.



THE
DOMINICAN
BRUSSELS

Make your next event memorable

MICE INTERN

Do you think we have a match?
Send your CV and motivation letter to
human.resources@thedomincan.be

The Dominican
Leopold street 9-15 1000 Brussels
+32 (0)2 203 08 08
www.thedomincan.be

MICE INTERNSHIP

Objectives and tasks:

- Take ownership of all event & group enquiries, send offers, do follow up and do contracting
- Handle administration of the above and communicate effectively with other departments
- Become proficient with Opera
- Evaluate TDH versus competition based on competitor board information etc.
- Evaluate SWOT analysis of competitors vs TDH
- Active contribution towards the making of the S&M plan
- Assist colleagues within the department (i.e. assist Reservations with individual bookings) and with other departments.
- Participate in creation newsletters

Qualifications & requirements:

- Diplomatic, analytical, structured, decisive
- Multilingual (bilingual NL/FR, NL/ENG or FR/ENG is a must)
- Eye for detail and understanding
- Efficacy and stress-resistant during rush time
- Upselling skills
- Team working attitude

We are The Dominican is a 4* deluxe design hotel, a destination for elegance in the historical centre of Brussels. The Dominican is the first member of Design Hotels™ in Belgium, distinguishing itself by offering a unique product and indulgent hospitality. The hotel offers 150 rooms, 3 meeting salons, a gym with sauna & hammam, a restaurant, bar & terrace.

Hungry for more details

Do you think we have a match? Send your CV and motivation letter to human.resources@thedominican.be