

Conference Sales Executive



At Hotel Grand Chancellor Adelaide on Hindley we have an opportunity for an experienced **Conference Sales Executive** to join our Conference and Events team. This is a challenging and exciting role which is responsible for coordinating a diverse range of events, participating in sales activities, and contributing to the revenue generation of the hotel.

The ideal candidate will have previous experience in Conference and Events Sales, demonstrated an enthusiasm for providing exceptional customer service, and be passionate about growing the conference and events business.

Reporting to the Conference Sales Manager, your key responsibilities for the role include conducting client familiarisations and site inspections, preparing event confirmation and associated correspondence, and assisting with promotions, trade shows, functions and exhibitions where required.

Interested candidates are asked to submit a resume to csm@hgcadelaide.com.au.

Thank you for considering a career with Hotel Grand Chancellor Adelaide on Hindley. Please note, only suitable candidates will be contacted for an interview.

Hotel Grand Chancellor Adelaide on Hindley · P 08 82373815 · F 08 8237 3816 · E csm@hgcadelaide.com.au

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