

## Frontier Program @ Crowne Plaza Vientiane Laos

IHG®

27 April 2018



## **Detailed information**



Working Location: Crowne Plaza Vientiane

No. of interns needed: 2 students

Period: 6 months

Function: Front Office

Pay: USD200 per month as allowance

Accommodation: twin room in the hotel

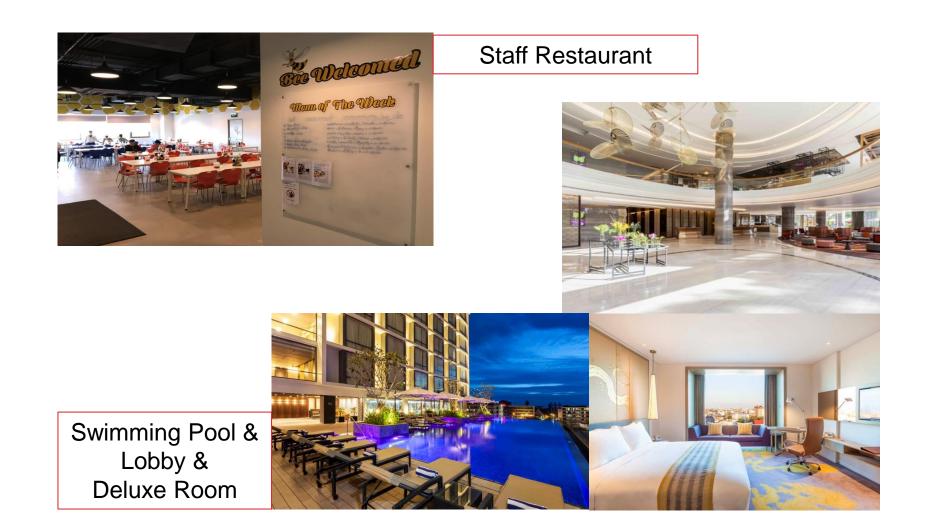
Meal: Staff restaurant

**Visa & Transport**: Crowne Plaza Vientiane will cover visa & work permit application and for the round trip air ticket.



## Some Pictures from Crowne Plaza Vientiane







We are looking for people with :

- Good English skill
- Passionate on the hospitality industry
- IHG Academy Student
- > Willingness to gain oversea internship experience
- Open to learn new culture



Steps	Done by Who	What to do	Deliverables	When
1. Nomination	<ul><li>School Leader</li><li>Hotel Leading HR</li></ul>	<ul> <li>Hotel leading HR to work with school to confirm nomination list</li> <li>Send to Supporting Centre</li> </ul>	Student List <u>(Each school no more</u> <u>than 3 students)</u>	<mark>By May 25th</mark>
2. Selection	<ul><li>Support Centre</li><li>Crowne Plaza Vientiane</li></ul>	<ul> <li>Supporting center to work with Leading HR shortlists 2- 3 students</li> </ul>	Short List	<mark>By June 8th</mark>
3. Result Release	<ul><li>Support Center</li><li>Leading HR</li></ul>	<ul> <li>Supporting Center to work with receiving hotels to confirm final list</li> </ul>	Final list	June 10th
4. Visa Application and Trip Preparation	<ul> <li>Student \$</li> <li>Crowne Plaza Vientiane</li> <li>Hotel leading HR</li> <li>Support Center</li> </ul>	<ul> <li>Receiving hotel to assist with visa application and flight arrangement</li> </ul>	Visa gained flight tickets booked	June 15th
5. Training Starts	<ul><li>Crowne Plaza Vientiane</li><li>Support Center</li></ul>	<ul> <li>Receiving hotel to arrange a fruitful training experience for students</li> </ul>	Training for students	July 1 <sup>st</sup> 2018