

Director of Sales – Holiday Inn Express Olathe West

Are you an experienced hotel sales executive looking for a positive culture, competitive compensation and benefits package, a brand-new property and opportunities for growth? The new Holiday Inn Express Olathe West is actively hiring for our Director of Sales position. Our 93-room hotel is the first of two hotels located on the new Olathe Soccer Complex at K-10 and Ridgeview and is scheduled to open in July 2019. Minimum two years' experience in a director of sales role is required, as are a strong work ethic, positive attitude and commitment to working as part of a great team. Thanks for your interest in joining us!

Who we are

TS2 Hospitality (www.ts2hospitality.com) is part of Ehrhardt Properties, a family-owned, Missouri-based company with over 30 franchised hotels in Missouri, Illinois, Kansas and Oklahoma and a brand portfolio including Marriott, Hilton, IHG, Choice, and Wyndham. TS2 is led by managing partner Tom Koenigsfeld and includes our platinum-award winning Fairfield By Marriott in Warrensburg MO (opened 2017), the Holiday Inn Express Olathe West (opening summer 2019) and Four Points by Sheraton Olathe (opening fall 2020). Our hands-on ownership team combines decades of hotel management experience with a commitment to serving our employees, delivering excellent guest experiences and a positive and engaged culture.

Our mission: TO SERVE..Our guests, our community, and each other.

Our vision: To be the **first choice** and **return choice** for lodging in our area; to be the **best employer** in our area; and to develop and maintain our reputation as a **great community partner**.

Our values:

- We have a servant's attitude.
- We believe in honesty above all, to all.
- We seek first to understand each other.
- We do everything with energy and passion.
- We believe that the whole is greater than the sum of the parts.
- We are award winning hotels.
- We have fun!

We are proud to serve the Olathe community as an equal opportunity employer and are committed to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, handicap or national origin.

Job summary

The Director of Sales is responsible for leading the team's efforts to maximize hotel revenue and deliver excellent customer service to our corporate and group clients through all aspects of the sales process. A proven track record of success, strong work ethic, and commitment to serving others are critical. This position reports to the general manager.

Duties and responsibilities

- Achieve targets set by management for revenue, occupancy, corporate and group sales.
- Proactively identify and prioritize prospective clients.
- Develop and maintain relationships with important decision makers within existing and prospective client organizations.
- Track and meet weekly goals for key sales activities including calls/emails, meetings, pitches and hotel tours.
- Lead training for hotel associate team in effective sales strategies, ensure compliance with training, and manage associate sales incentive programs.
- Maintain an organized system for tracking relevant client information and records.
- Respond to RFPs and sales inquiries through all relevant channels within 1 working day.
- Manage all aspects of managing group setup, record-keeping and billing in PMS.
- Understand hotel systems and review appropriate reports daily to maximize revenue.
- Coordinate with all hotel departments to ensure delivery of excellent guest experiences for clients and their guests throughout all phases of the sales process.
- Develop and implement a comprehensive hotel marketing plan, including strategy development, sales material development and design, involvement in networking activities, and attending relevant conferences and community events.
- Participate in weekly revenue calls and assist general manager in guiding revenue management strategy to maximize RevPAR.
- Accurately forecast group and corporate sales and group pickup to maximize revenue.
- Attend community networking events to represent the hotel and develop relationships with clients and prospects.
- Assist with planning and coordination of company meetings, events, celebrations and community involvement initiatives.

Qualifications and requirements

- Minimum two years' experience in a hotel director of sales position
- Excellent customer relationship and communication skills
- Comfortable and confident negotiating and managing expectations to maximize revenue
- Strong computer skills (Opera PMS system experience a plus)
- Strong work ethic, organizational skills and attention to detail
- Flexible schedule (available days, evenings and weekends)
- Self-motivated and comfortable working independently
- Ability to work collaboratively with other departments

Compensation and benefits

- Competitive salary and incentive package based on experience and qualifications
- Shared health, vision and dental insurance plans
- Paid vacation
- 401(k) plan with employer match
- Performance-based bonus plan
- Employee referral bonus plan
- Tuition reimbursement plan
- Annual compensation reviews