



Erasmus+



## Placement Offer Form

CMEPIUS, Ob železnici 30 a, 1000 Ljubljana, Slovenia

E mail: [erasmus@cmepius.si](mailto:erasmus@cmepius.si)

EMPLOYER INFORMATION	
Name of organization	Four Points by Sheraton Ljubljana Mons
Address	Pot za Brdom 4
Postal Code	1000
City	Ljubljana
Country	Slovenia
Telephone	00386 1 47 02 700
Fax	/
E-mail	info@fourpointsljubljana.com
Website	www.fourpoints.com/ljubljana
Number of employees	52
Year of foundation	2004
Contact person	Petra Studen
Department / Function	HR Manager
Direct telephone number	+ 386 1 47 02 711
Direct mobile	
Direct e-mail address	petra.studen@fourpointsljubljana.com
Short Description of the Company	Starwood Hotels & Resorts Worldwide, Inc., one of the leading hotel and leisure companies in the world. Today STARWOOD Empire encompasses more than 1000 hotels in over 100 countries, is a fully integrated owner,



Program  
Vseživljenjsko  
učenje

Ob železnici 30a  
1000 Ljubljana, Slovenija  
Tel.: (01) 620 94 50  
Fax: (01) 620 94 51  
E-pošta: [info@cmepius.si](mailto:info@cmepius.si)  
[www.cmepius.si](http://www.cmepius.si)

	operator and franchisor of hotels and resorts with the following internationally renowned brands: Sheraton, St. Regis, The Luxury Collection, Westin, Four Points by Sheraton, W, Le Méridien, Aloft and Element. The growth of the company is nothing less than phenomenal.
<b>Location:</b>	<b>Four Points by Sheraton Ljubljana Mons</b> , Slovenia , features 114 guest rooms including three junior suites, a restaurant and bar, nearly 850 square metres of meeting and event space, including a large ballroom, two meeting rooms and three boardrooms, as well as a fitness centre and parking facilities. Reflecting the brand's promise and insight into the needs of today's traveller, the hotel also offer all of the brand's defining elements, including the signature Four Points by Sheraton Four Comfort bed and free bottled water in the room, complimentary Wi-Fi in all public areas, a delicious breakfast with great coffee and refreshing local beer with Best Brews™, helping guests to start and end the day right.

<b>PLACEMENT INFORMATION</b>	
<b>Department / Function</b>	<b>Sales /intern or trainee</b>
<b>Description of activities</b>	<b>Second and third year students, enrolled in the tourism and hospitality programs. The candidate has demonstrated a high level of commitment to the hospitality industry through their academic performance and their practical experience. Requirements include excellent written and verbal communication skills in English and experience working in a professional work environment, preferably in a hotel or resort.</b>
<b>Duration</b>	<b>Min. 6 months</b>
<b>Working hours / Weekly hours</b>	<b>40 hours/week</b>
<b>City</b>	<b>Ljubljana</b>
<b>Help with finding Accommodation</b>	
<b>Financial Contribution</b>	
<b>Other</b>	

LANGUAGE REQUIREMENTS <sup>1</sup>				
Language	Listening	Reading	Writing	Speaking
English	3	3	3	3
German	2/3	2/3	2/3	2/3
French	2/3	2/3	2/3	2/3
Italian	2/3	2/3	2/3	2/3
Spanish	2/3	2/3	2/3	2/3

ICT REQUIREMENTS	
Requirements	Expertise level <sup>2</sup>
Knowledge and experience in Internet and other computer programs	Intermediate/proficient level

<sup>1</sup> Required language skills are rated from 1 to 3:

- 1 - basic level
- 2 - intermediate level
- 3 - proficient level

<sup>2</sup> ICT skills are rated with 3 levels of expertise:

- Basic level
- Intermediate level
- Proficient level

OTHER REQUIREMENTS	
Driver's license	/
Other	<ol style="list-style-type: none"> <li>1. Excellent spoken and written communication skills (in English).</li> <li>2. Ability to work independently and as a team.</li> <li>3. Knowledge and experience in Internet and other computer programs.</li> <li>4. Good interpersonal and communication skills.</li> <li>5. be a self starter</li> </ol>

HOTEL MONS d.o.o.  
POT ZA BRDOM 4  
SI - 1000 LJUBLJANA

1  
PETRA STIVEN  
