



Spanish Work Exchange Programme

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The S-W-E-P office is located on the island of Tenerife. We are organizing exclusive hotel internships across the Canary Islands, Spain, Mallorca, Ibiza, Malta, the Greek Islands and Costa Rica. Are you looking for exciting experiences abroad and valuable insights into the hotel business for your future career? Would you like to enjoy sunny weather and the beach during your leisure time? In that case you are exactly right here!

Hospitality Internship Human Resources Department in Lanzarote (m/f/d)

- You will work 40 hours a week with 2 days off
- Free board and accommodation are provided by the hotel
- You will receive a remuneration of € 200 per month
- Internship period: minimum 2 months
- Start of your hotel internship: from now on or later

Your Tasks

- Reviewing and processing of applications
- Assistance in the recruiting process of new employees
- Coordination of job interviews and workshops
- Supporting the preparation of payrolls and other remuneration
- Draw up employment contracts and other documents

Your Profile

- Student/Trainee in Business Studies, Tourism/Hotel Management, HR Management, Foreign Languages, Communication, etc.
- Flexible, detail-oriented, reliable, discrete, loyal, confidential
- Open-minded personality, communicative, solution-oriented
- English and Spanish skills are required, further foreign languages are beneficial

You are interested in completing an internship in Spain? Apply now for one of our student internships! Please send us your CV in English or Spanish to: info@s-w-e-p.com

Find further information on our hotel internship programme on our website: www.s-w-e-p.com

