



HOTEL STANFORD

- Hotel Stanford
 - 웹사이트: <http://www.hotelstanford.com/aboutusen.html>
 - 위치: New York, NY
 - 설립년도: 1986 년
 - 직원 수: 50 여명
 - 연간 매출액: \$10 million

Hotel Stanford is a collection of familyowned and operated boutique hotels, each with its own unique style and exciting location. A distinguished vision of old world charm and contemporary convenience, Hotel Stanford strives to establish an internationally recognized brand for our affordability and captivating hospitality rooted in the values of the Orient.

Founded in 1986, Hotel Stanford is a rapidly growing company, which began with a commitment to delivering friendly personalized service, complimentary amenities and economical comfort without compromising on quality. The company initiated its mission with the opening of its flagship property in the 'one and only' boutique hotel in New York City. Hotel Stanford breaks the mold of large chainhotels by offering an enchanting crosscultural experience and by developing a covetable reputation for introducing a combined heritage of genuine service with personal touches for reasonable prices.

Hotel Stanford strives to provide favorable travel experiences around the globe. With its headquarters in New York City, Hotel Stanford operates three properties Seoul (South Korea), Santiago (Chile) and Panama City (Republic of Panama).

1. 인턴십 포지션: Graphic Designer

2. 업무 내용:

- i. Design, produce and coordinate marketing communication materials such as 4-color ads, digital newsletters, signage, sales flyers, ad slicks, promotional logos and flyers, special projects and more. Work with each department managers and coworkers to establish effective design strategies. Maintain these strategies and the corporate graphic standards in the implementation of design solutions.
- ii. Maintain departmental archiving, documentation and reporting procedures. Generate project schedules, archive lists and project budget information as needed.

- iii. Determine and maintain/grow relationships with best vendors for projects based on cost estimates, quality and time lines.
 - iv. Coordinate and/or produce light copywriting for marketing and communications materials. This includes the proofing of all project copy.
 - v. Assist with product photography and/or produce simple instructional digital videos as needed for Hotel Stanford.
 - vi. Testing graphics across various media.
 - vii. Amend designs after feedback.
 - viii. Ensure final graphics and layouts are visually appealing and on-brand.
 - ix. Other duties as assigned.
3. 급여: 시급 \$15.00
4. 근무 시간: 주 40 시간
5. 자격요건:
- i. Minimum of 1 year graphic design experience required.
 - ii. Knowledge of graphics software (Creative Suite), specifically Photoshop, InDesign, Illustrator and Acrobat. Work with and experience in a Mac environment a must. Internet/Web knowledge, HTML/Light coding desired. Experience with Microsoft Office (Word/Excel/PowerPoint).
 - iii. Strong oral and written communication skills required. Copywriting experience desired.
 - iv. Ability to work and solve problems independently with little supervision as they relate to advertising, employee relations, and outside vendors/services.
 - v. Ability to establish priorities, organize and coordinate several responsibilities simultaneously, working with coworkers to maintain creative strategies, and meeting all deadlines required.
 - vi. Ability to work quickly under pressure, using good judgment in decision-making.



< 인터뷰 예상 질문지 >

한국어 인터뷰

미국 인턴쉽을 선택하게 된 이유가 무엇인가요?
전공으로 호텔경영학을 선택한 이유는?
맘에 들지 않는 부서에 배치된다면 어떻게 할 것 인가요?
직장상사나 동료와 마찰이 생긴다면 어떻게 해결할 것인가요?
요식업계에서만 일을 한 이유는?
자기개발을 위해 하고 있는 것들은 무엇인가요?
가장 힘들었던 일은?
실패한 경험은?
리더로서 가장 영향력을 발휘했던 일은?
리더인가요, 팔로워인가요? 이유는?
앞에 친구가 떨어지고 본인만 붙는다면?
본인이 생각하는 서비스의 중요한 포인트는 무엇입니까?
(호텔 업무 경험 있는 경우) OO 호텔에선 어떤 일을 했었나요?
책임감을 가지고 이뤄낸 성과가 있다면 무엇인가요?
본인의 롤모델은 누구입니까?
가장 힘들었던 도전이 있다면 무엇인가요? 어떻게 해결했습니까?
직장생활 중 본인 마음에 들지 않는 직장동료와 어떻게 관계를 지속할 것입니까?
향후 10 년의 계획은 어떻게 되십니까?

영어 인터뷰

Introduce yourself.
Tell something about your school.
How do you relieve your stress?
Tell me your weaknesses.
How do people describe you?
Why should we hire you?
How do you study English?
What is your vision, final goal?