

Job Title: Sales Account Manager

Reporting to: Group Sales Account Manager

Job Summary

We are seeking a driven Sales Account Manager to lead our sales and marketing efforts, building long-term client relationships across corporate, government, and travel trade accounts to achieve occupancy and revenue targets.

Key Responsibilities

- Develop and execute sales strategies across corporate, government, travel trade, and other key market segments
- Build and maintain strong client relationships to drive repeat business and new revenue
- Conduct market research and monitor competitor activity to identify growth opportunities
- Manage the marketing budget and oversee campaigns, promotions, and collateral
- Represent the hotel at sales and marketing strategy meetings, contributing to planning
- Search for new markets and sales channels to grow hotel revenue
- Support the guest complaint recovery process to ensure guest satisfaction
- Prepare and submit sales reports and forecasts in a timely manner

Qualifications & Skills

- Diploma/Degree in Business Administration, Marketing, or Hotel & Restaurant Management
- Minimum 2 years' experience in sales and marketing (hospitality preferred)
- Has the ability to express persuasive practical solutions.
- Strong communication, interpersonal, analytical, and supervisory skills
- Able to work flexible hours

Application Procedure

Got what it takes? We'd love to hear from you! Send your application and CV to careers@gelianhotel.com on or before 29th August 2026

Gelian Hotel is an equal opportunity employer.