



JOB DESCRIPTION

Job Title	Staff to Intermediate-level Consultant	
Level/Grade	Type of position: <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern	<input checked="" type="checkbox"/> Overtime Exempt <input type="checkbox"/> Overtime Nonexempt
GENERAL DESCRIPTION		
<p>Hawaii's leading hospitality consulting firm, specializing in strategic, financial, market and economic analysis for Hawaii's visitor industry is seeking Staff to Intermediate-level consultants.</p> <p>Consultants will be responsible for all aspects of consulting assignments, including market-based research, office-based research, data analysis and interpretation, report writing, and presentation for a wide variety of consulting assignments specific to the hospitality industry. Consultants will have direct interaction with clients and other leaders in Hawai'i's tourism, hospitality, and real estate industry to gather market information through research, interviews, and site tours. Consultants will also be responsible for maintaining in-house databases and production and distribution of in-house publications, including press releases, Hawai'i Hotel Flash Report, and Hawai'i HOST Report.</p> <p>For intermediate-level consultants, take on leadership and training/guidance roles, particularly within team environments.</p> <p>Compensation commensurate with experience. Limited travel required.</p>		
EXPERIENCE REQUIREMENTS		
<p>Minimum of two to four years of tourism, hospitality, or real estate industry experience is required, preferably in consulting, finance, or operations. Experience with leisure and resort markets is preferred.</p>		
EDUCATION REQUIREMENTS		
<p>Minimum of B.A. or B.S. degree in Hospitality Administration, Finance, Business, Economics, Real Estate or other relative hospitality and real estate coursework.</p>		
OTHER REQUIREMENTS		
<ul style="list-style-type: none"> - US citizen or Permanent resident - Advanced knowledge of Microsoft Office, in particular Excel and Word - Excellent writing and communication skills - Adept in critical analysis and data interpretation - Experience in financial modeling - Familiarity with basic tourism concepts - Familiarity with the uniform system of accounts for hotels - Internet research proficiency - Other: Must be a self-starter. Ability to function in a team-oriented setting while working on your own with limited day-to-day supervision. Professional presence. Ability to multi-task. Good organization and planning skills. Must be detail oriented with the ability to see the "big picture." 		
CONTACT INFORMATION		
<p>Please send resumes to Jennifer Chun at jchun@hospitalityadvisors.com. No phone inquiries will be accepted.</p>		
ABOUT HOSPITALITY ADVISORS LLC		
<p>Hospitality Advisors LLC is Hawaii's leading hospitality consulting firm, specializing in strategic, financial, market and economic analysis for Hawaii's visitor industry. Hospitality Advisors LLC has built an impressive client list that includes some of the world's largest hotel owners, investment funds, and management companies. Our service capabilities range from global tourism strategy studies to strategic consulting services related to property acquisition, repositioning, market analysis, litigation, and asset management.</p> <p>Hospitality Advisors LLC maintains formal strategic alliances with Smith Travel Research ("STR"), and publishes the monthly Hawaii Hotel Flash Report, which is the State's largest hotel survey and has been adopted by the State of Hawaii Department of Economic Development and Tourism as the official hotel statistics for Hawaii.</p> <p>www.hospitalityadvisors.com</p> <p>Office location: Topa Financial Center, Fort Street Tower, 745 Fort Street Mall, Suite 2124</p>		