Tourism Careers

TNEGAKSEDTNORFF REGANAMYTUDECRU REHCTAPSIDGREAW BOLILXMRHAEGNQE POOLATTENDANTUD TYIZOQDANNOREAI BSXLERMEAEAIRRU CYYFEOTMNVEUTIG PLXLNRSPEGGZASR ZKWIAEMLMEINITU F F S B L N A A F O I N N F O ZANAKGAINLCSEIT CESVERLJOLWHREF D O T N A T N U O C C A B Z R BUTCHERGOLFPROY

ACCOUNTANT ANALYST AOUARIST BARTENDER BOILERMAN BUTCHER CASINO MANAGER

CHEF

COMPTROLLER DISPATCHER DUTY MANAGER ENGINEER ENTERTAINER

ENT

GOLF PRO LIFEGURAD POOL ATTENDANT SALES MANAGER TOUR GUIDE FRONT DESK AG-TRAVEL AGENT



BAHAMAS HOTEL ASSOCIATION MISSION STATEMENT

The Bahamas Hotel Association (BHA) serves the needs of its members by facilitating the profitability, quality, and sustainability of tourism for The Bahamas.

Workforce Development

Workforce Development Team

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Frank Comito, BHA's Executive Vice President

RESERVATIONS MANAGER **RESERVATIONS SUPERVI-**SOR **RESIDENT MANAGER** RESTAURANT MANAGER RETAIL TRAVEL AGENCY SALES MGR. **ROOM MANAGER** ROOM P.M. ASST MANAGER ROOM SERVICE MANAGER **ROOMS COORDINATOR RUNNER SUPERVISOR** S/P SERVICE MANAGER S/P SERVICES SUPERVISOR SAFETY TECHNICIAN SALES ADMINISTRATOR SALES COORDINATOR SALES MANAGER SALES/MARKETING COORD. SALES/MARKETING MGR SALES PROMOTER SALES PROMOTION HEAD SALES REP—OUTSIDE SALES REPRESENTATIVE SALESPERSON SATAY CHEF SCHEDULING ASSISTANT SCHEDULING COORDINA-TOR SCUBA DIVER SCUBA DIVER MANAGER SCUBA INSTRCUTOR **SECRETARY** SECRETARY CASINO SECRETARY HOTEL SECURITY GUARDS CASINO SECURITY GUARDS HOTEL SECURITY INVESTIGATION SECURITY MANAGER SECURITY OFFICER SECURITY SUPERVISOR SECURITY SUP CASINO SECURITY SUP HOTEL SECURITY SUP PITDA SECURITY SUPERVISOR SENIOR ANALYST SENIOR CLOSING COORD. SENIOR EDITORIAL CLERK SENIOR VICE PRESIDENT SERVICE BAR MANAGER SERVI CE BAR SUPERVISOR SERVICE AGENT SHIFT ENGINEER SHIFT MANAGER SECURITY SLOT ATTENDANT SLOT MECHANIC SLOT MECHANIC SUP SLOT TECHNICIAN SNORKEL TOUR OPERATOR SOCIAL HOST/HOSTESS SOCIAL HOST/HOSTESS SUP SOFT COUNT SECURITY

SOUS (ASST. EXEC.) CHEF

SOUS CHEF (CHINESE)

SPACE CLEANER

SPACE CLEANER SUP SPECIAL EVENTS COORD. SPECIAL EVENTS MGR SPECIAL PROJECT MGR SPECIALIST GAMING & HOTEL SR AQUARIST SR ASS PUBLIC AREA MGR SR ASS WAREHOUSE MGR SR ASST. UNIFORM SER-VICE MGR SR BUYER SR CAMP COUNSELLOR SR COLLECTOR SR CREDIT CLERK SR DIR CAT. & CONVEN SR DIR CULINARY CPS SR DIR ENGINEERING SR IDIR IN ROOM DINING SR DIR OF LANDSCAPING & PITDA SR DIR OF LAUNDRY SR DIRECTOR OF FOOD & BEV SR HEAD BUTCHER SR INTERNAL AUDITOR SR LOGISTICS MANAGER SR PC TECHNICIAN SR POS TECHNICIAN SR RECEIVING MANAGER SR SUP SECURITY SR TRAVEL PROM AGENT SR VP ADMINISTRATION SR VP FACILITIES SR VP FOOD & BEVERAGE SR VP HR SR VP OPERATIONS SR VP SECURITY SR VP/GENERAL MANGER SR WAREHOUSE MANAGER STAFF ACCOUNTANT STAFFING MANAGER STAGE MANAGER **STARTER** STATISTICS OFFICER STENOGRAPHERS/TYPIST STEWARDING MANAGER STOCKROOM MANAGER STOCKROOM PERSONNEL STOCKROOM SUPERVISOR STORE CONTROLLER STOREROOM MANAGER STOREROOM SUPERVISOR STOREKEEPER SUPERVISOR OF GROUNDS

SUPERVISOR OF MAINTE-

SUPERIN-LANDSCAPING

SUPERIN OF MAINTENANCE

SUPERIN OF SERVICE

SUPERVISOR HOTEL

SURREY DRIVER

SUPERIN OF GROUNDS

SUPERVISOR CHARTERS

SUPERVISOR OF SLOTS

SURVEILLANCE MONITOR

NANCE

SURVEILLANCE OPERATOR SURVEILLANCE TECH SUSHI CHEF SYSTEMS ANALYST SYSTEMS COORDINATOR SYSTEMS SPECIALIST TAKE OUT WAITRESS TAXI DRIVER TECHN. SYSTEM MANAGER TECHN. MANAGER ITD TEEN COORDINATOR TELECOMM. MANAGER TELETYPE COMMUNICATION-IST **TENNIS PRO** TICKETING AGENT TIME EDIT AUDITOR TIME EDIT SUPERVISOR TIME KEEPER **TOUR BUS OPERATOR TOUR ESCORTS TOUR GUIDE** TOUR MANAGER TOUR OPER/ REPRESENTATIVE TOUR PLANNER TOUR PROMOTIONS MAN-AGER TOURISM ANALYST TOURISM DEV'T OFFICER TOURIST INFO OFFICER **TOWER MANAGER** TRADE SHOW GUIDE TRADESMAN TRAFFIC TRAINING INSTRUC. TRAINING ADMINISTRATOR TRAINING COORDINATOR TRAINING MANAGER TRAINING OFFICER TRANSFER AGENT

TRANSLATOR TRANSPORTATION MGR TRAVEL AGENT TRAVEL CONSULTANT TRAVEL INFORMATION AIDS TRAVEL PROMO CONSULT-TRAVEL PROMOTION AGENT TRAVEL WRITER UNIFORM SER COORD. UNIFORM SERVICE MGR V/P CATERING & CONVEN. V/P F & BB SPECIALTY REST. V/P FOOD & BEVERAGE V/P GM OF CONVEN. OPER. V/P INFORMATION TECH V/P OPERATIONS V/P PUBLIC AFFAIRS V/P ROOMS OPERATIONS V/P SPECIAL EVENTS V/P SUPPORT SERVICES V/P VIP SERVICES VICE PRESIDENT FINANCE VISITOR SERVICES MANAGER VISITOR SERVICES REP. WARDROBE ASSISTANT WARDROBE MGR SHOW-ROOM WAREHOUSE ASST MGR WAREHOUSE MANAGER WATER FEATURE MANAGER WATER PRODUCTION MGR WATERSPORTS CRAFT OPR. WATER SPORTS MANAGER WHOLESALE TRAVEL **AGENCY POSITIONS** WIRELESS SPECIALIST WRITER

YACHTING SERVICES

CAREERS 1000 + **TOURISM** CAREERS







This overview of career and job opportunities in the tourism industry has been compiled by the Bahamas Hotel Association. For additional information visit the Bahamas Ministry of Tourism sponsored website:

www.bahamastourismcareers.com

ACCOUNTANT ACCOUNTING CLERK ACCOUNTING MANAGER ACCOUNTING SUPERVISOR ACCOUNTS PAY, SUP ACCOUNTS PAYABLE CLERK ACCOUNTS REC. CLERK ACOUNTS REC. SUP. ACCOUNTS SUPERVISOR ACCTS. DEV INC/EXP AUD. ACCTS, REC, INC/EXP AUD. **ACTIVITIES COORDINATOR ACTIVITIES MANAGER** ADMINISTRATIVE ASSISTANT ADMINISTRATIVE MANAGER AGENCY MANAGER AIR TRAFFIC CONTROLLER AIRLINE CHARTER REP AIRLINE CHARTER SALESMAN AIRLINE PASS. SALES REP AIRLINE TOURS AGENT AIRPORT KIOS ATTENDANTS AIRPORT MANAGER AIRPORT REPRESENTATIVE **ANALYST AQUARTIST** ASSISTANT ACCOUNTANT ASSISTANT BAR MANAGER ASSISTANT BE. MANAGER ASSISTANT CHEF ASSISTANT CHIEF ENGINEER ASSISTANT CHIEF STEWARD ASSISTANT CREDIT MANAGER ASSISTANT DIRECTOR ASSISTANT GOLF PRO ASSISTANT GREENSKEEPER ASSISTANT OPERATIONS MGR ASSISTANT PAYMASTER ASSISTANT PROGRAMM MGR ASSISTANT REC. MANAGER ASSISTANT ROOM MANAGER ASSISTANT TENNIS PRO ASSISTANT BEVERAGE MAN-GER ASSISTANT CASINO MANAGER ASST. CHIEF SECURITY OFF. ASST. CHIEF TEL. OPERATOR ASST. DESKTOP PUBLISHER

ASST. DIR CASINO SECURITY ASST. DIR GUEST RELATIONS ASST. DIR LABOUR RELATIONS ASST. DIR OF ENGINEERING ASST. DIR OF FACILITIES ASST. DIRECTOR OF FINANCE ASST. DIR. OF PERSONNEL ASST. DIR OF PURCHASING ASST. DIR OF SECURITY ASST. DIR PF OPERATIONS ASST. DIR. OF FOOD & BEV ASST. DIRECTOR OF ROOMS ASST. DOCK MASTER ASST. EXEC HOUSEKEEPER ASST. F & B AUDIT MGR ASST. F & B CONTROLLER ASST. FINANCIAL CONTROL-ASST. GENERAL MANAGER

ASST. GUEST SERVICE MGR ASST HEAD PASTRY CHEF ASST. LAUNDRY MANAGER ASST. MANAGER ASST. MGR COMMUNICATIONS ASST. MGR FOOD & BEV ASST. MGR GUEST SERVICES ASST. MGR SPACE CLEANING ASST, MGR SPORTS CENTER ASST. MGR VIP SERVICES ASST, MGR WATER PLANT ASST. OFFICE MANGER ASST. OFFICE SUPERVISOR ASST. OPERATION MANAGER ASST. PAY MISTRESS ASST. PHOTO LIBRARIAN ASST. PROJECT MANAGER ASST. REEF CLUB MANAGER ASST. REHAB MANAGER ASST. RESIDENT MANAGER ASST. RESTAURANT MANAGER CARPENTER ASST. ROOM SERVICE MAN-**AGER** ASST. SALES/MKTING MANGER CASUALTY CLAIMS ASST. SECURITY SUPERVISOR ASST. STAGE MANAGER ASST. STOREROOM MGR. ASST. SUP GENERAL CASHIER ASST. SUP. MAINTENANCE

CHFF CHEF DE PARTIE ASST. TECHNICAL MANAGER ASST. TOWER MANAGER CHEF TOURNANT ASST. TRANS. MANAGER CHIEF AUDITOR ASST. UNIFORM SERVICE CHIEF CONCIERGE MGR. **CHIEF ENGINEER** ASST. BANQUET MANAGER CHIEF ENGINEER LAUNDRY ASST. BUTCHER CHIEF MECHANIC ASST. CHINESE CHEF CHIEF NIGHT AUDITOR ASST. DIR. OF HOUSEKEEPING CHIEF OPERATOR ASST. DIR. OF CON. SERVICE CHIEF SECURITY OFFICER ASST. DIR OF HUSBANDRY **CHIEF STEWARD** ASST. DIR. OF ROOM SERVIICE CHIEF SUPERINTENDANT ASST. DIRECTOR OF F & B CHIEF TEL. OPERATOR ASST. EXECUTIVE STEWARD CLAIMS ADMINISTRATOR ASST. FRONT DESK MANAGER CLERICAL STAFF ASST. HEAD BAKER COMM. COORDINATOR ASST. LOGO SHOP MGR COMMERCIAL ACCT. SPECIAL-ASST. MGR ENTERTAINMENT ASST. STAFF MEALS MANAGER COMMUNICATION ASST ASST. SUSHI CHEF

ASST. UNIFORM SERVICE MGR

BANQUET STEWARDING MGR

BANQUET/ CATERING ASST.

BANQUET/CATERING MAN-

BED & BREAKFAST OPER.

BENEFITS COORDINATOR

ASST. ECEC. OF HR

AUTOMATION EXPERTS

BAGGAGE HANDLERS

BANQUEST PORTER

AUTO MECHANIC

MGR

AGER

BARTENDER

BAR MANAGER

BEACH CAPTAIN

BEACH MANAGER

BEACH GUARD

COMPENSATION/BENEFITS MGR COMPTROLLER COMPUTER EXPERTS COMPUTER MANAGER COMPUTER OPER. SUP **COMPUTER OPERATOR** COMPUTER PROGRAMMER COMPUTER TECHNICIANS CONCESSION ATTENDANT CONCIERGE **CONCIERGE VIP SERVICES** CONCIERGE/DOORMAN CONFERENCE SERVICE HOST CONFIDENTIAL SECRETARY **CONVENTION MANAGER** CONVENTION SERVICE MGR COOK

COORDINATOR ENTERTAIN-

BEVERAGE MANAGER

BOX OFFICE AGENT

BUS/TRUCK DRIVER

CABIN SERVICES

CAGE CASHIER

CAGE MANAGER

CAGE SUPERVISOR

CAMP COUNSELOR

CAMP MANAGER

CASINO MANAGER

CAMP GUEST RELATIONS

CASHIER SUPERVISOR

CATERING COMPANIES

CATERING MANAGER

CHANGE CASHIER

BUSINESS CONSULTANTS

BUSINESS MACHINE OPER

BUTCHER SUPERVISOR

BOAT CAPTAIN

BOILERMAN

BUTLER

BUYER

AGENT

MENT COORD. OF HOUSEKEEPING CREDIT CLERK CREDIT EXECUTIVE BUDGET PURCHASING MGR **CREDIT MANAGER (CASINO)** CREDIT MANAGER (HOTEL) **CREDIT OFFICE** CREDIT OFFICE ADMIN CREDIT SUPERVISOR CRIME PREVENTION SPECIAL-IST CROUPIER CRUISE DIRECTOR CULINARY TRANS MGR **CULINARY TRANS SUPERVI-**SOR CAMP COUNSELOR BUYOUT CURATOR **CURRENCY COUNTER** CUSTOMER SERVICE AGENT DATA BASE ADMINISTRATOR **DECK HANDS DECK MANAGER** DESKTOP PUBLISHER DINNER RESER. SUP. CATERER (FOOD AND BEV) SIR/PROCESS IMPROVEMENT DIR CAMP PARADISE DIR CONFERENCE SERVICES **DIR OF CASINO SERVICES** DIRECTOR OF DELI OPERA-TIONS DIRECTOR OF ENTERTAIN-MENT DIRECTOR OF FOOD & BEV. **DIR. OF HOTEL OPERATIONS** DIR. OF HOUSEKEEPING DIR. OF LABOUR RELATIONS DIR. OF ORGANIZATIONAL DEV'T DIR. OF PLANNING DIR. OF PUBLIC RELATIONS DIR. OF RECRUITMENT DIR. OF SALES AND MARKET-ING DIR. OF TRANSPORTATION DIR. OF VIP SERVICES DIR. OF WAREHOUSE OPER. DIR. OF WATER FEATURES DIR. OF PUBLIC AREAS DIRECTOR OF RESERVATIONS DIR. RESORT PROG. ACTIVI-TIES DIRECTOR OF BEVERAGE DIRECTOR OF CAGE **DIRECTOR OF ENGINEERING** DIRECTOR OF FINANCE DIRECTOR OF GOLF

DIRECTOR OF GUEST

DIRECTOR OF LAUNDRY

DIRECTOR OF MAIN, OPER

DIRECTOR OF MARKETING

DIRECTOR OF PERSONNEL

DIRECTOR OF PURCHASING

DIRECTIOR OF RECREATION

DIRECTOR OF ROOMS

DIRECTOR OF SECURITY

DIRECTOR OF LANDSCAPING

DIRECTOR OF ITD

DIRECTOR OF SLOTS **DIRECTOR OF STEWARDING DIRECTOR OF STORES** DIRECTOR OF TENNIS DIRECTOR OF TRAINING **DISC JOCKEY** DISPATCHER DISTRICT SALES MANAGER DIVE OPERATIONS MGR DIVE SUPERVISOR **DUTY MANAGER ECONOMIST ELEVATOR OPERATOR EMERGENCY PREPARED-NESS MGR ENGINEER ASSISTANT ENGINEER SUPERVISOR ENGINEERS** ENTERTAINMENT TECHS. MGR ENTERTAINER ENTERTAINMENT COORD EXEC HOUSEKEEPER **EXEC HOUSEKEEPING ASST EXEC PERSONNEL ASST EXEC SOUS CHEF TRAINER EXEC. ADMIN ASSISTANT EXECUTIVE CHEF EXECUTIVE DIRECTOR** EXECUTIVE OFFICER **EXECUTIVE PASTRY CHEF EXECUTIVE SECREARY EXECUTIVE SOUS CHEF EXECUTIVE STEWARD EXECUTIVE VICE PRESIDENT EXHIBIT DESIGNER EXTERIOR FACILITIES SUP** F & B ARTIST F & B COST CONTROLLER F & B SYSTEM MANAGER F & B AUDIT INC/EXP AUDI-TOR F & B CASHIER SUPERVISOR **FARE EXPERTS** FERRY BOAT ATTENDANT FERRY BOAT CAPTAIN FIELD SERVICE REP FIELD SUPPORT SUP FILE CLERK BOOKEEPER FINANCIAL ANALYST FINANCIAL CONTROLLER FIT/DIT SPECIALISTS FLIGHT ATTENDANT FLIGHT CATERING PERSON-NEL **FLIGHT OPERATIONS FOOD & BEV CASHIER SUP FOOD & BEV CONTROLLER** FOOD/BEVERAGE CASHIER FOREMAN - ELECTRICAL FOREMAN – ENGINEER FOREMAN - MAINTENANCE FOREMAN - PAINTER FOREMAN - PLUMBER FOREMAN - REFRIGERA-TION / AC

FOREMAN - UTILITY

FRONT DESK CASHIER FRONT DESK MANAGER FRONT DESK SUPERVISOR FRONT OFFICE MANAGER **FUNDRAISING CONSULTANT GAMING INSPECTOR GAMING SUPERVISOR GARDENER** GEN CASHIER INC/EXP AUD **GENERAL ACCOUNTS CLERK GENERAL CASHIER GENERAL CASHIER MGR GENERAL CLERK** GENERAL MANAGER **GENERAL MAGER CASINO GOLF CLUB MANAGER GOLF COACH GOLF COURSE ASSISTANT GOLF COURSE SUPERINTEN-**DANT **GOLF COURSE SUPERVISOR** GOLF PRO **GOLF SHOP CASHIERS GREENSKEEPER GROUP ACCOUNTS SUP** GROUP ACCTS/EXP AUDITOR **GROUP COORDINATOR GROUP DESK AGENT GROUP SALES AGENT GROUP SALES HEAD GROUP SALES MANAGER GROUP SALES SPECIALISTS GUEST SERVICE MANAGER GUEST SERVICE REP** H/R INFORMATION SYSTEM HARD COUNT SECURITY HEAD (EXECUTIVE) CHEF HEAD BUTCHER HEAD BUTLER **HEAD OF BROCHURES &** FOI DERS **HEALTH & SAFETY COORD.** HELPDESK SUPERVISOR HOTEL ASSIT MANAGER HOUSEKEEPER HR WARDROBE MANAGER **HVAC MANAGER IMMIGRATION OFFICER** INC/EXP AUDITOR GR 1 INC/EXP AUDITOR GR 2 INCENTIVE TRAVEL SPECIAL-IST INCOME AUDITOR INCOME AUDITOR INC/EXP INFLIGHT COORDINATOR **INSIDE SALES AGENT** INSPECTOR/INSPECTRESS INTERNAL AUDITOR **INTERPRETER** JR ASST HEAD BUTCHER JR RECEIVING MANAGER JR. ACCOUNTANT JUNIOR FLOOR MANAGER KITCHEN BUFFET ATTEND. KITCHEN FOREMAN KITCHEN MANAGER KITCHEN MECHANIC

KITCHEN TECHNICIAN LAB ASSISTANT LABOUR ANALYST LABOUR RELATIONS ASST LABOURER/MAINTENANCE LANDSCAPING MANAGER LAUNDRY ASST ENGINEER LAUNDRY CLERK LAUNDRY LINEN ATTEN-DANT LAUNDRY MANAGER LAUNDRY SUPERINTEN-DENT LAUNDRY SUPERVISOR LEGAL COUNCIL **LEGAL SERVICES** LIBRARIAN LIFEGUARD LOBBY COORDINATOR LOCAL TOUR GUIDE LOGO SHOP ASSISTANT LOGO SHOP MANAGER MACHINE OPERATOR MAIL ROOM COORDINATOR MAINTENANCE CREW MAITRE D' MAKE READY TEAM MGR COMMUNICATIONS MGR DISCOVER ATLANTIS MGR ENTERT./ACTIVITIES MGR FOOD & BEVERAGE MANAGER GUEST SER-VICES MANAGER MOTOR POOL MANAGER TRAINING MANAGING DIRECTOR MARINA ADMINISTRATOR MARINE ATTENDANT MARKETING MANAGER MARKETING/SALES MASSEUSE MATES MEETING & EVENTS PLAN-NER MESSENGER **METEOROLOGIST** MGR COMMUNICATIONS MGR ENTERT/ACTIVITIES MANAGER FOOD & BEVER-AGE MISCELLANEOUS MS OF-FICE SUP. & TRAINING **NAVIGATOR NETWORK MANAGER NIGHT AUDITOR** NIGHT MANAGER NURSE OFFICE MANAGER OFFICE SUPERVISOR **OPERATIONS ANALYST** OPERATIONS MANAGER **OUTSIDE ACCOUNT EXEC-**UTIVE P.M. ROOM MANAGER PACKAGE COORDINATOR PARKING GARAGE SUP PARKING LOT ATTENDANT

PASSENGER SERVICE **AGENT** PASTRY CHEF **PAYMASTER** PAYROLL MANAGER PC TECHNICIAN PC/NT MANAGER PC/NT SUPERVISOR PERSONNEL ADMIN. PERSONNEL ASSISTANT PERSONNEL CLERK PERSONNEL MANAGER PERSONNEL OFFICER PERSONNEL SUPERVISOR **PHOTOGRAPHER** PIDA SECURITY MANAGER PILOT PIT BOSS PITDA DISPATCHER PITDA INVESTIGATOR PITDA K-9 SECURITY PITDA SECURITY GUARD PLANT MECHANIC PLUMBING MANGER POINT OF SALES TECH POOL & BEACH SER. MGR POOL & BEACH SUPERVI-SOR POOL MAINTAINER MGR POOL/BEACH ATTENDANT POOL/BEACH MANAGER **PORTER** POWER PLANT MANAGER **PRESIDENT** PRINT SHOP MANAGER PRIVATE SECRETARY PRODUCTION CHEF PRODUCTION MANAGER PROGRAM ADMINISTRA TOR PROJECT MANAGER PROMPT RESPONSE **AGENT** PROVISIONS COORDINA-TOR PUBLIC AREAS MANAGER PUBLIC RELATIONS ASST PUBLIC RELATIONS CO-**ORDINATOR** PUBLIC RELATIONS MGR **PURCHASING AGENT** PURCHASING MANAGER QUALITY CONTROL MGR RADIO OPERATIONS RAMP AGENTS REAL ESTATES SALES **ASSISTANT** RECEIVING MANAGER RECEPTIONIST RECREATION MANAGER REEF CLUB MANAGER REGIONAL SALES MAN-AGFR REGISTRATION CLERK RENTAL AGENT RESEARCHER RESERVATION AGENT