



## Werkstudent Group Reservations (m/w/d) - Corporate Office

**At Ruby your personality really matters, your time really matters, and we strongly believe we groove way better together. At Ruby we keep breaking new ground.**

Hey Sunshine,

You're a pro when it comes to **planning and behind-the-scenes magic**? You believe that your work should be a place with **personality and soul**, where new ideas come to life? Then you are the missing olive to our Martini, the missing melody in our music and the **heartbeat of our Rubyverse**.

We are a fast-growing hospitality group with existing hotels and workspaces in some of **Europe's most exciting locations** and many more projects under construction. We **break new ground** with our **Lean Luxury philosophy**, creating a contemporary and affordable form of luxury. Our stylish Corporate Office in Munich bundles all construction, design, administrative and marketing functions as well as many front office activities outsourced from the hotel.

The central Group Reservations department is responsible for group inquiries and bookings as well as their smooth processing.

**Join us and make it your own story.**

**Apply now**

**Trust us, you won't get bored, as you:**

- handle group inquiries for all of our Ruby Hotels
- help with the development and processing of group offers and contracts
- monitor the processing of group reservations and ensure that everything runs smoothly, in close collaboration with the hotel staff

- prepare invoices and take care of the processing of debtors

### **We've been waiting for you, since you have/are:**

- studying in the field of tourism/hospitality
- excellent communication and analytical skills
- an independent way of working with a high level of commitment and self-motivation
- a high sense of responsibility and quality awareness
- a good knowledge of the common MS Office programs
- an excellent command of written and spoken German and English

### **What's in for you? That's how we groove:**

#### **Ruby, Ruby, Ruby**

- your style, your smile, your ideas – bring your personality to work
- better together – at work, during team events or just because it's Monday 😊

#### **'Cause I'm having a good time**

- LEGEN... wait for it... DARY staff rates – for you, your travel buddy and your family & friends
- no more excuses – we support your sports program

#### **Ain't no mountain high enough**

- level up your game – Ruby takes you to the top
- innovation is part of our DNA – Lean Luxury, paperless, cashless, ... you name it

#### **Money, Money, Money**

- no matter how you get to work – a mobility allowance comes on top
- take it to the next level – secure yourself some extra cash through talent scouting and semi-annual special payments

### **Where have you been so long?**

**Daily business? That's not the case with us.** Whether you have an eye for detail or want to break new ground with your creative and innovative nature, whether you're tech-savvy or more passionate about numbers - there's a place for you at Ruby. We're always looking for **friendly faces** and **passionate team players**.

Not perfect CVs, but **great personalities**, who'll help us create hotels and workspaces with **character and soul**. So, whatever makes you tick, join us and start your Ruby story.

### **Diversity, Equity & Inclusion**

We believe that...

...you can love whoever you want to

...you should decide for yourself whether and with which pronouns you would like to be addressed

...you can be proud of your heritage and culture

...you don't have to justify your religion or world view

...you are good, just as you are and make our team and Ruby's diversity unique

We can't deal with: isms

Racism, sexism, heterosexism, antisemitism and all other isms are not tolerated here.

[Apply now](#)

### Get to know our People & Culture Team

Any questions about our pitch? Then contact us at [jobs@ruby-hotels.com](mailto:jobs@ruby-hotels.com) or +49 89 125 095 220.

Your Ruby People & Culture Team



If you want to know what to expect, listen to **Corinna's story from our reservations team in Munich**. You can find even more **Ruby Stories** here:

[www.lean-luxury.com/stories](http://www.lean-luxury.com/stories)

### Ruby Stories: Corinna, Reservations agent at Corporate Office Munich



