

Abc management company: organizing for mid-range service

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Other key members of the management team that should be included are a director of sales and marketing, controller, and a director of human resources. Other hotel service and organizational factors should also include an executive housekeeper and director of catering as part of the management team. Some of these positions may be limited as some of them can be done by one person. I am a strong believer in department heads. Considering that they are taking in three hotels with a range in size of 350-450 rooms each, it would be best to consider department heads for more control and organization. 2. Create an organization chart that ABC Management could use to identify management positions for the operation of a 450-room, mid-range service hotel. Aside of the organization chart, briefly describe each management position's primary responsibilities.

Primary Duties of each department head are listed below. However, they are not limited. There are just a few items listed. Position

Oversees

Responsibility

General Hotel Manager

All departments

- Responsible for maximizing revenues and flow through to GOP to meet or exceed budgeted EBITDA.
- Responsible for preparation of property budget and forecasts.
- Manages labor standards and property level expenses to achieve maximum flow through to the bottom line profit.
- Promotes 100%