# 2024 New Graduates Recruitment Guidelines

Hotel Management International Co. Ltd.

#### Qualifications

Those who have graduated or completed an overseas hotel school, domestic or overseas four-year university / graduate school, junior college / vocational school after March 2021. Those who are expected to graduate or complete their studies by March 2024

#### **Number of Hires**

- 1. Hotel Specialist 50 (Those who have graduated or are expected to graduate from a four-year university or graduate school in Japan or overseas)
- 2. Career-track Position 10 (Those who have graduated or are expected to graduate from a four-year university, graduate school, junior college, or vocational school in Japan or overseas)
- 3. Technical Division 10 (Those who are planning to graduate from science majors such as architecture / mechanical / electrical / IT systems, informatics, data science, university/graduate school graduates)

# **Employment Status**

Full-time Employee

## Job Openings

#### 1. Hotel specialist

- You will be working at HMI Hotel Group offices nationwide.
- You will be assigned to either the accommodation department, the food and beverage service department, the wedding/banquet sales department, or the sales department.

#### 2. Career-track position

- You will be hired as a future executive candidate.
- The work location will be the Tokyo head office, but training at a group hotel may be included.

#### 3. Technical division

- You will be assigned to the Head Office/Facilities Development Department, which is responsible for the renovation of hotels and inns nationwide and the renewal of building equipment.
- You will have a job in the head office / IT / network section in charge of system development and network environment maintenance.

# **Starting Salary (per month basis)**

#### 1. Hotel specialist

- a. Starting salary: 221,000 yen (4-year university/graduate school graduate);
  204,500 yen (2-year junior college/vocational school graduates/prospective graduates)(Example: Metropolitan area office)
- Starting salary: 201,600 yen (4-year university / graduate school graduate);
  186,500 yen 2-year junior college / vocational school graduate / prospective completion) (Example: Recruitment in the Nagoya area)
- Starting salary: 200,600 yen (4-year university / graduate school graduate);
  185,600 yen (2-year junior college / vocational school graduate / prospective completion)
- d. Starting salary: 193,400 yen (4-year university / graduate school graduate); 178,900 yen (2-year junior college / vocational school graduate / prospective completion)(Example: Recruitment in the Kitakyushu area)(Example: Recruitment from the Kansai area)
- 2. Career-track position Starting salary: 250,000 yen (4-year university graduate)
- 3. **Technical division** Starting salary: 250,000 yen (4-year university graduate)
- Meal Allowance
- **X** Commuting Allowance

#### **Allowances**

- Overtime work allowance
- Holiday work allowance
- Late-night work allowance

## **Salary Revision**

Once a year (July)

#### **Bonus**

Twice a year in principle (summer / winter)

## **Holidays & leave**

- Holidays: Head Office 110 days a year (Sundays, Alternate Saturday, National, Year-end & New Year)
- Holidays: Hotels and ryokans have 7 to 8 holidays per month in shifts.
- Annual paid leave: 10 days after 6 months of employment, after that as per legal regulations
- Special leave: Wedding, condolence leave, etc.

#### Insurance

- Health Insurance
- Welfare Pension Insurance
- Employment Insurance
- Industrial Accident Insurance

#### **Welfare Benefits**

- Meal subsidies (group hotels),
- Condolence Support,
- Childcare / nursing care leave system,
- Group Hotel employee special discount system, etc.

NOTE: 13 of our hotels have a Dormitory Accommodation Facility available for the New Graduates. Those requiring it will be able to avail this provision at an affordable rate of around 5,000 円 / month basis. (approximate amount may vary depending on the location of hotel)

List of hotels -

- 1. Hotel Kameya
- 2. Mikazuki Seapark Hotel Katsuura
- 3. Mikazuki Seapark Hoel Awa Kamogawa
- 4. Hotel Ravie Kawaryo
- 5. Grand Hotel Hamamatsu
- 6. Crown Palais Hamamatsu
- 7. Tsumagoi Resort Sai no Sato
- 8. Heian no mori Kyoto
- 9. Misasa Royal Hotel
- 10. Yumoto Kanko Hotel Saikyo
- 11. Nagasaki Nisshokan
- 12. Kirishima Castle Hotel
- 13. Rizzan Sea Park Hotel Tancha Bay

## **Working Hours**

Standard Working Hours: 7 hrs and 30 mins (shift work / late night shift available depending on the hotel / ryokan)

- Standard working hours may vary depending on the hotel / ryokan
- We have adopted a variable working hours system in units of one month.
- Reduced working hours for childcare available

# **Training**

- 1. Training for prospective employees
- 2. Training for new employees
- 3. Training for first-year (new employees)
- 4. Training for managers

### **Selection Process**

- 1. Document screening
- 2. Primary interview
- 3. Aptitude test / written test
- 4. Second interview (first interview-successful applicants)
- 5. Unofficial Offer

# To apply please contact

HR Department 2024 New Graduate Recruitment In-charge

TEL: 03-5623-3908 (Direct)

E-mail: saiyou@hmi.co.jp