

## Position Description **Regional Team Manager Dach region**

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<b>Job Title:</b>	Regional Team Manager – Dach region
<b>Reporting to:</b>	Regional Director of Contracting
<b>Department:</b>	Purchasing
<b>Location:</b>	Europe: <b>Ideally based on the Dach region</b> , alternatively London or Palma office.

### Job Purpose

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Be responsible for a team of Contract Managers and Yield Managers within the specified region. By building, growing, and developing your team's performance, you will ensure they deliver results and achieve targets according to departmental and company KPI's and objectives.

In this role you will contract a personal hotel portfolio by securing best possible rates, conditions, and inventory with suppliers and achieving targets in a specified number of hotels within Dach region: Germany, Austria, and Switzerland area. You will monitor and evaluate the region's performance and identify new trends and opportunities.

You will be tasked with undertaking projects as required on behalf of the Contracting arm of the Purchasing Dept.

# Key Responsibilities

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## Personal

- Meet targets in accordance with annual departmental and company KPI's and objectives.
- Identify key hotels within a destination, and contract where appropriate.
- Negotiate competitive contract rates, allocations, override agreements and other key contracting criteria in the designated region. Maximise contract performance by negotiating special offers.
- Source exclusive products and deals.
- Ensure hotels are re-contracted within specified deadlines.
- Analyse production volumes to ensure adequate inventory in line with region targets.
- Monitor competitor pricing and availability in line with demand.
- Communicate destination information regarding peak dates and trade shows internally.
- Liaise with the Key Accounts team to open lines of communication to push product & maximise sales. collaborate with the Pricing and Revenue team to maximise profit margin.
- Schedule and carry out yearly contracting trips for hotel renewals and new contracting opportunities.
- Ensure hotels are inspected and information (photos, amenities etc.) is updated on a regular basis.
- Address service level issues with suppliers. Identify and tackle issues regarding low performers.
- Negotiate and minimise losses as required.

## Team

- Lead and manage your team in an effective manner. Monitor performance to ensure all team members achieve company KPI's and encourage feedback, innovation, and proactivity.
- Conduct regular one-to-one meetings:
- Within the team: ensure a consistent flow of two-way communication, focus on maximising business, undertake pre- and post-business trip briefings, agree on short-, medium- and long-term targets, analyse performance, taking corrective action as required.
- With the Regional Director of Contracting: Provide feedback on individual's and team's target performance as required. Deliver and execute constructive solutions on trading improvement, team issues and challenges; seek advice where appropriate.
- Involvement in department's recruitment process.
- Set standards, grow, and develop your team. Improve skills and abilities through training, coaching and mentoring Contracts Executives and Managers.
- Accompany Contracts Managers on business trips as required.
- Ensure team is well versed on key procurement requirements in the region (channel managers, connectivity etc.)

- Have the team take ownership of commercial relationships with hotels, liaising closely with other departments as opportunities arise.
- Effective internal communication with other departments. Promote and highlight successful contracting campaigns and spotlight potential destination-related issues.
- Substitute for the Regional Director in their absence.

## Required Experience and Knowledge

<b>Essential</b>	
Qualifications & Knowledge	<ul style="list-style-type: none"> <li>• Minimum 5 years' hotel account management.</li> <li>• Minimum 3 years' team management experience</li> <li>• Strong negotiation skills; pro-active team leader</li> <li>• Accurate with attention to detail</li> <li>• Well-developed written and verbal communication skills in English.</li> <li>• Able to prioritize work and meet deadlines.</li> <li>• Able to develop, and maintain, strong and trusting relationships with hoteliers and colleagues.</li> <li>• A working knowledge of Microsoft Word, Excel and Outlook</li> </ul>
Experience, Skills and Behavioural Requirements	<ul style="list-style-type: none"> <li>• <b>Strong team management skills</b></li> <li>• <b>German language is strongly desirable.</b></li> <li>• <b>Knowledge of the contract dynamics of the Dach region is a definitely a plus</b></li> <li>• Ability to delegate.</li> <li>• Target driven mentality.</li> <li>• Able to communicate internally and externally in an effective and in a timely manner.</li> </ul>

# About WebBeds

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Launched in 2013, WebBeds is the world's fastest growing B2B travel intermediary, or 'bedbank', providing accommodation and ground product distribution services to the travel industry. We source content from travel suppliers, aggregate and merchandise that content in the WebBeds platform, then distribute it to our global network of travel trade clients, who sell to the travelling public.

**Our clients** – online travel agencies, retail travel agents, corporate travel managers, tour operators, wholesalers, tourism boards, super apps, DMC's, group providers, airlines and more – access the company's huge global inventory of more than 368,000 hotels (comprising 30,000+ direct contracts, 70+ integrated third-party providers and 60+ major hotel chains) through market-leading, trade-only booking websites or via simple and seamless API connectivity. In addition to hotel product, clients can also book over 5,500 transfer services in 1,200 destinations along with thousands of guided excursions and tickets for attractions.

**Our supplier partners** – global hotel chains, independent hotels, apartments, resorts, attractions, transfer and sightseeing companies and more – benefit from our global distribution network of over 44,000 travel companies in more than 145 source markets and are supported by a local dedicated point of contact focused on ensuring we deliver value, choice, expertise and an unrivalled level of service.

WebBeds operates global coverage through four geographic regions – Europe, Asia Pacific, MEA (Middle East and Africa) and Americas - with over 1,400 travel professionals working in 50 offices worldwide. WebBeds also operates specialist brands JacTravel DMC and Umrah Holidays International. JacTravel DMC provides tailor-made travel arrangements for offline FIT and groups traveling to the UK, Ireland and key mainland European destinations to the international travel trade. Umrah Holidays International is a genuine pioneer, providing online pilgrimage travel services to travel agencies worldwide.

Find out more about the WebBeds business at [www.webbeds.com](http://www.webbeds.com)

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