

Progression Pathways

Asset Manager



How to use your Progression Pathway

This Progression Pathway is designed to show you the opportunities that exist to progress your career in tourism and some of the key skills you will need to succeed at every stage of your career, from entry level to leadership roles.

Within the Progression Pathway you will find links to courses on our [Learning Hub](#), and academic courses available nationwide from our [Course Finder](#) on tourismcareers.ie

Whether you want to pursue a further or higher education course, upskill on the job, or sign up to our self-directed professional development courses, there are many opportunities to enhance your skillset and progress your career in Tourism.

To find out more about careers and jobs in Tourism, visit tourismcareers.ie

Progression Pathway

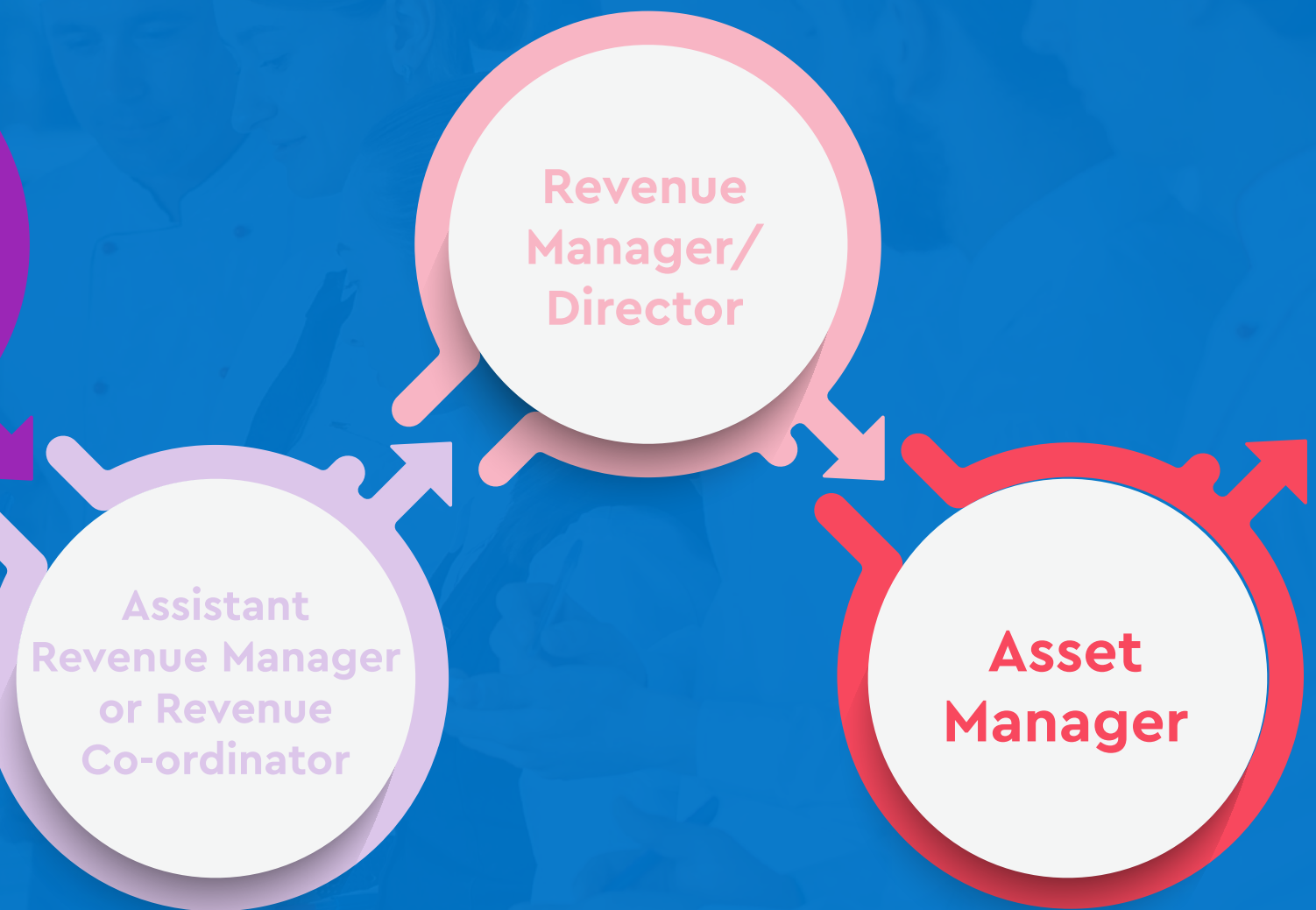
Asset Manager

**Front Office
Assistant or
Reservation
Assistant**

**Front Office
Manager or
Reservation
Manager**

**Front Office
Supervisor or
Team Leader
/Reservation
Supervisor**





STAGE 1:

Front Office Assistant or Reservation Assistant





Customer Service Skills



Professionalism



Computer skills



Communication skills



Maximise customer satisfaction by
utilising profile information



Good organisational skills

Suggested Academic Courses for Career Progression



[Business Tourism Advanced](#)

[Hospitality, Travel and Event Management](#)

[Hotel Front Office](#)

[Revenue Management](#)



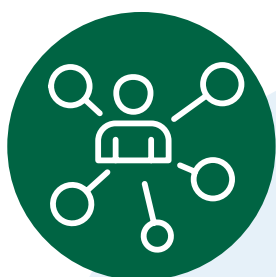
For other courses visit [here](#)

Check out our [Introduction to Customer Service and Prepare and Monitor Budgets](#) module at the Learning Hub



STAGE 2:

**Front Office Supervisor or Team Leader
/Reservation Supervisor**



Team management
(performance
management and
appraisals)



Inter-departmental
knowledge



Standard operating
procedure creation and
implementation



Rostering skills



Report writing



Group management –
contracting, billing, and
inventory management

Suggested Academic Courses for Career Progression



[Accounting Technicians](#)

[Revenue Management](#)

[Diploma in Finance for Non-Financial Managers](#)



For other courses visit [here](#)

Check out our [Lead and Manage People](#) and [Prepare and Monitor Budgets](#) module at the Learning Hub

STAGE 3:

Front Office Manager or Reservation Manager





Suggested Academic Courses for Career Progression



[Revenue Management](#)



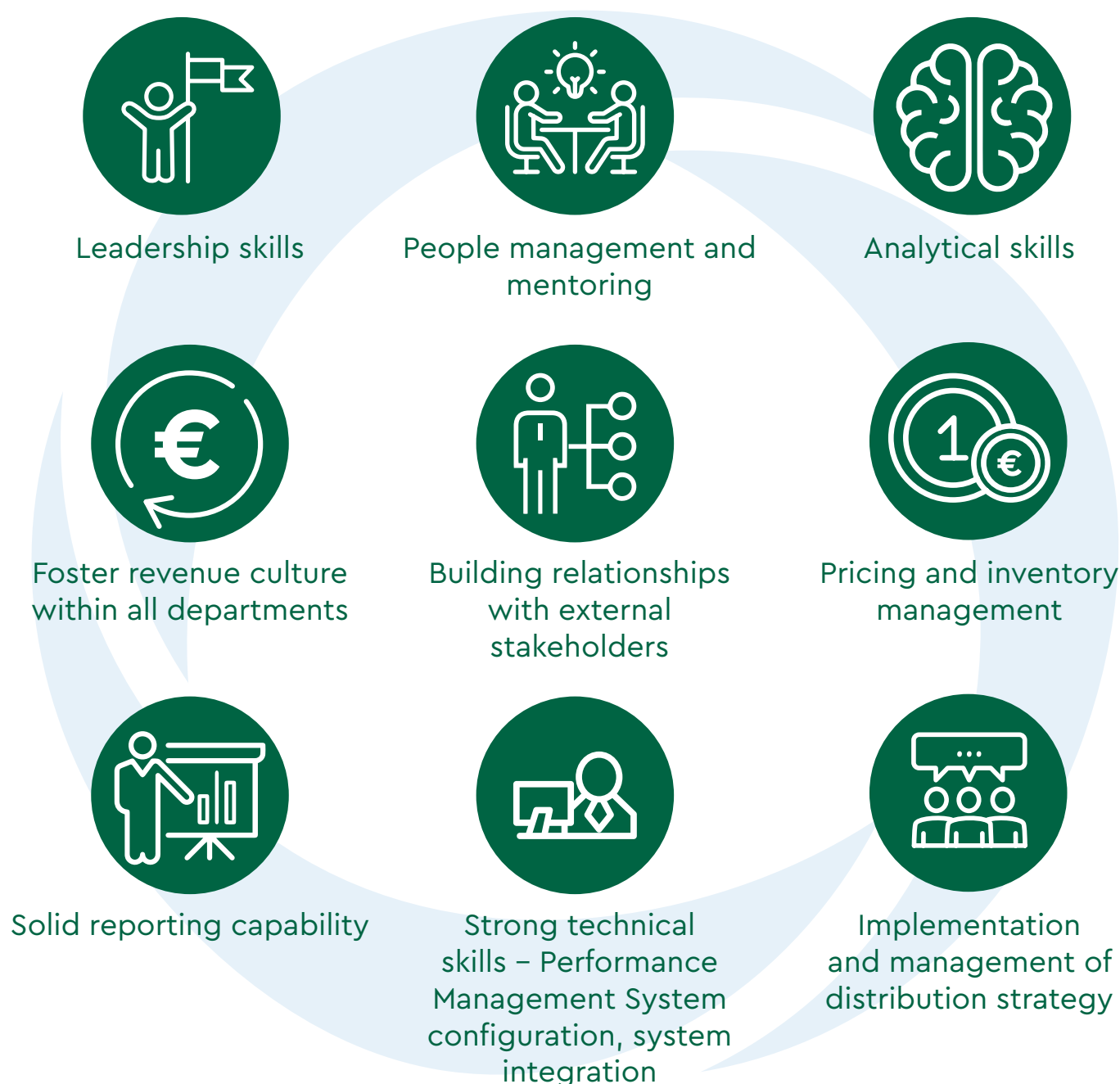
For other courses visit [here](#)

Check out our [Lead and Manage People](#) module at the Learning Hub



STAGE 4:

Assistant Revenue Manager or Revenue Co-ordinator



Suggested Academic Courses for Career Progression



[Hotel Revenue & Digital Media Management](#)



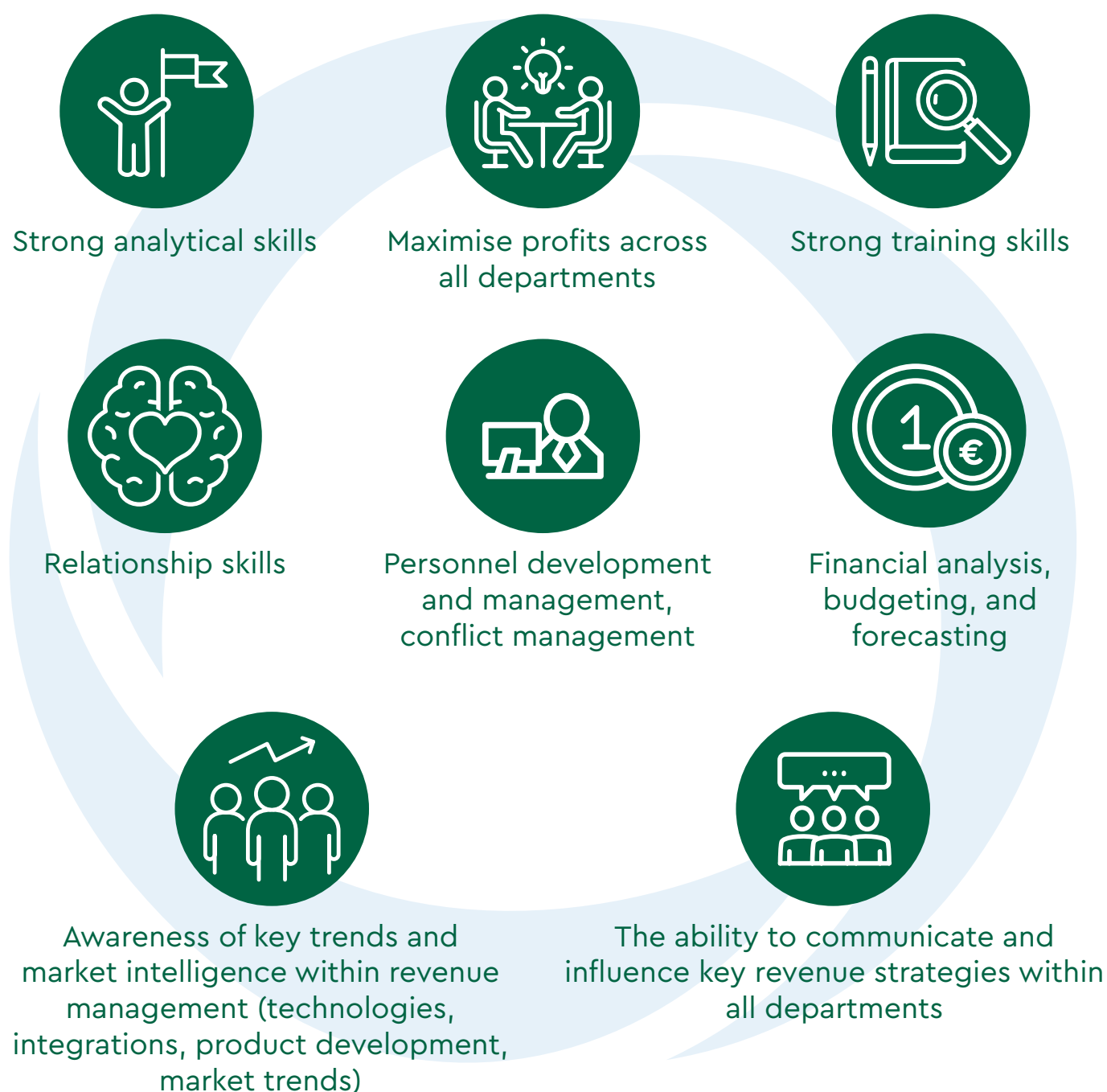
For other courses visit [here](#)

Check out our [Owned Media: SEO](#), [Owned Media: Email Marketing](#), [CRM and Loyalty](#), [Revenue Management](#) **module at the Learning Hub**

STAGE 5:

Revenue Manager/Director





Suggested Academic Courses for Career Progression



[Hotel Revenue & Digital Media Management](#)

[Accounting & Finance Management](#)



For other courses visit [here](#)

Check out our [Revenue Management](#) module at the Learning Hub



STAGE 6:

Asset Manager



Strong analytical skills



Highly skilled in math and finance



Excellent communication skills



Strong time-management skills



Detail oriented and highly organized



Skilled in negotiation and project management



Excellent critical thinking skills



Working knowledge of business and data intelligence software

Suggested Academic Courses for Career Progression



[Finance](#)

For other courses visit [here](#)



For more info see

[TourismCareers.ie](https://www.tourismcareers.ie)