

Senior Expert Corps – a Project of Swisscontact

Promoting entrepreneurship through expertise – Imparting technical skills through volunteer work

The retired professionals of our Senior Expert Corps (SEC) are qualified experts on site. Through their consulting services, they provide hands-on, cost-effective support towards sustainable development of companies and institutions.

SEC Assignment in Albania, 2019

Assignment No. 3526

Location	Vlora, Albania
Client	Construction
Expert	Anna Barbara Rubin, Hospitality Manager
Period	15. - 30.04.2019



Client Profile

Big constructions planned including restaurants and furnitures; international focus.

Tasks

The expert has been given the following tasks:

- setup processes and workflows for the housekeeping
- create job descriptions
- instruction about how to lead people

Results

Complete documentation of possible processes. Trained the cleaning staff on handling and products.