

cruise job fair



EVENT SPONSOR



Athens 2023

Exhibitor Guide

Contents

Exhibitor Information	3
Preventing the spread of infections diseases	4
Exhibitor Stands, Packages and Prices.....	5
Packages.....	5
Bookings	5
Stand Extras	5
Networking Pass	6
Venue Information	7
Location	7
Floor plan	8
Travelling to the Venue	9
On-Site Facilities	10
Refreshments	10
Internet Access	10
Event Schedule	11
Build-up & Break-down Times	11
Accommodation	12
Deliveries and Collections	13
Deliveries	13
Collections	13
Delivery Labels	14

Event Information

The Cruise Job Fair is coming to Greece for the first time. The event will be held at Novotel Athenes, located in a wider centre of Athens.

We expect to receive around 400 candidates from Greece and other countries in the region, looking for work across all departments.

All cruise lines, recruiters, training centres, charities and other organisations within the cruise, superyacht and maritime industries, are welcome to participate at the event.

The Cruise Job Fair team would like to take this opportunity to thank Viking Cruises for sponsoring the Bucharest job fair this year.

Cruise Job Fair

Athens, Greece

Friday, 13 October 2023

Novotel Athenes, 4 Michail Voda Str., 10439 Athens, Greece

Preventing the spread of infections diseases

There are no restrictions on organising live indoor events in Serbia anymore, and we do not envisage this to change in the next few months. However, we will be implementing the following measures to limit the risks of spreading Covid-19 during our event:

- ◆ Social distancing:
 - ◇ the new venue is much larger than any venues we used in the past;
 - ◇ there will be fewer stands, larger gaps between stands and more space for queueing;
 - ◇ we estimate fewer recruiters and candidates will attend this year's job fair;
 - ◇ improved crowd management;
- ◆ Hand sanitisers will be available to all visitors;
- ◆ Face coverings will not be mandatory, but we will encourage visitors to use them in crowded spaces;
- ◆ Supply of fresh air via the venue's air conditioning system;
- ◆ Visitors who have covid symptoms will be asked not to attend;

We believe the above steps, along with all attendees' common sense, will ensure a safe environment at the job fair.

Exhibitor Stands, Packages and Prices

Packages

We offer two packages for you to choose from to best suit your needs and requirements, as well as a multi booking discount if you attend more than one event:

- **Standard** Package
- **Standard Plus** Package

All package pricing and details of what is included in each package can be found at www.cruisejobfair.com/exhibitors/packages/

Stands consist of 1 or 2 tables with seating and reserved floor space. Each stand will be positioned with a wall or locked doors behind them; however, no banners or posters may be fixed to the wall. Please use free-standing banners or stand backgrounds.

Bookings

Once you have selected your package, please visit: www.cruisejobfair.com/exhibitors/booking/ and complete the online booking form. One of our team will then contact you to discuss and confirm your requirements for the day.

Stand Extras

TVs

Please let us know if you would like to book a TV with a stand for your stand. We have a limited number available to hire for the day.

55" TV with stand ... £220 / €250 / \$260

Electricity

Electricity is available for all stands. Extension leads will be provided.

Candidate information scanners

Each visitor to the job fair will have their ticket scanned as they arrive at the venue, and they will be given a sticker which you can then scan when you meet them at your stand.



We advise you to hire a hand-held scanner for the day – enough for the number of people on your stand, so that everyone can scan all of the candidates that you see during the course of the day. After the event, you will receive a download of all of the information about who has visited your stand that day - saving you valuable time both on the day and with any follow up required. This eliminates the need to collect and store paper CVs and is **entirely in line with the GDPR legislation**.

You will know exactly who your team has spoken to, where they are from, whether they have cruise experience, which departments they are interested in, and you can download copies of their CVs (for those that have uploaded their CV prior to the event).

The cost to hire one scanner and receive all of the data post event is **£85**. Every additional scanner for your stand would be **£15**. Please contact us as soon as possible if you are interested in adding this service to your stand.

Cost for 1 hand-held scanner and data: £85 / €95 / \$100

Each additional scanner: £15 / €17 / \$20

Networking Pass

The Networking Pass allows professionals working within the cruise industry to visit the job fair and meet colleagues and partners from other companies.



Please note: anyone who networks at the event without a valid pass will be asked to leave.

Cost: **£100 / €115 / \$120** per person

All quoted prices are exclusive of VAT for UK-based businesses.

Venue Information

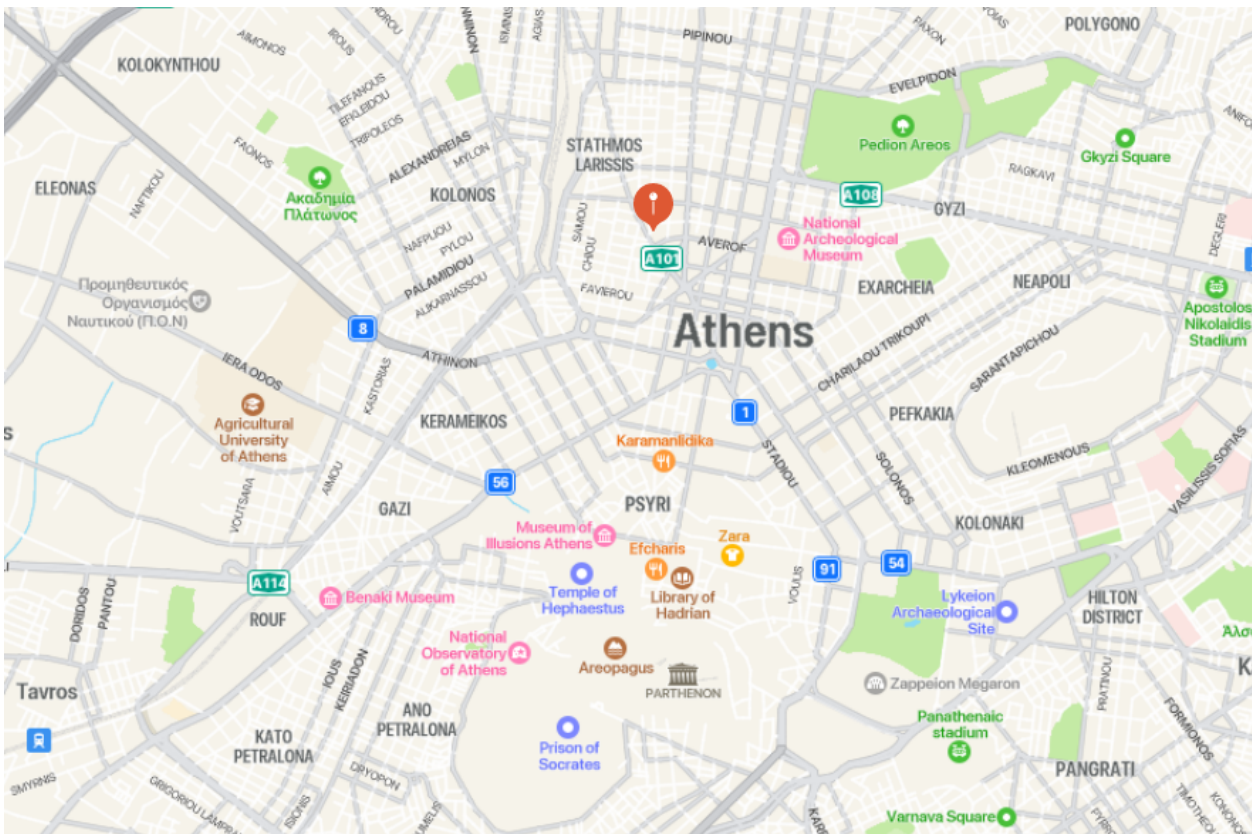


Novotel Athens
4 Michail Voda Str.
10439 Athens
Greece

Location

Novotel Athens is located in the centre of Athens, close to main public transport links.

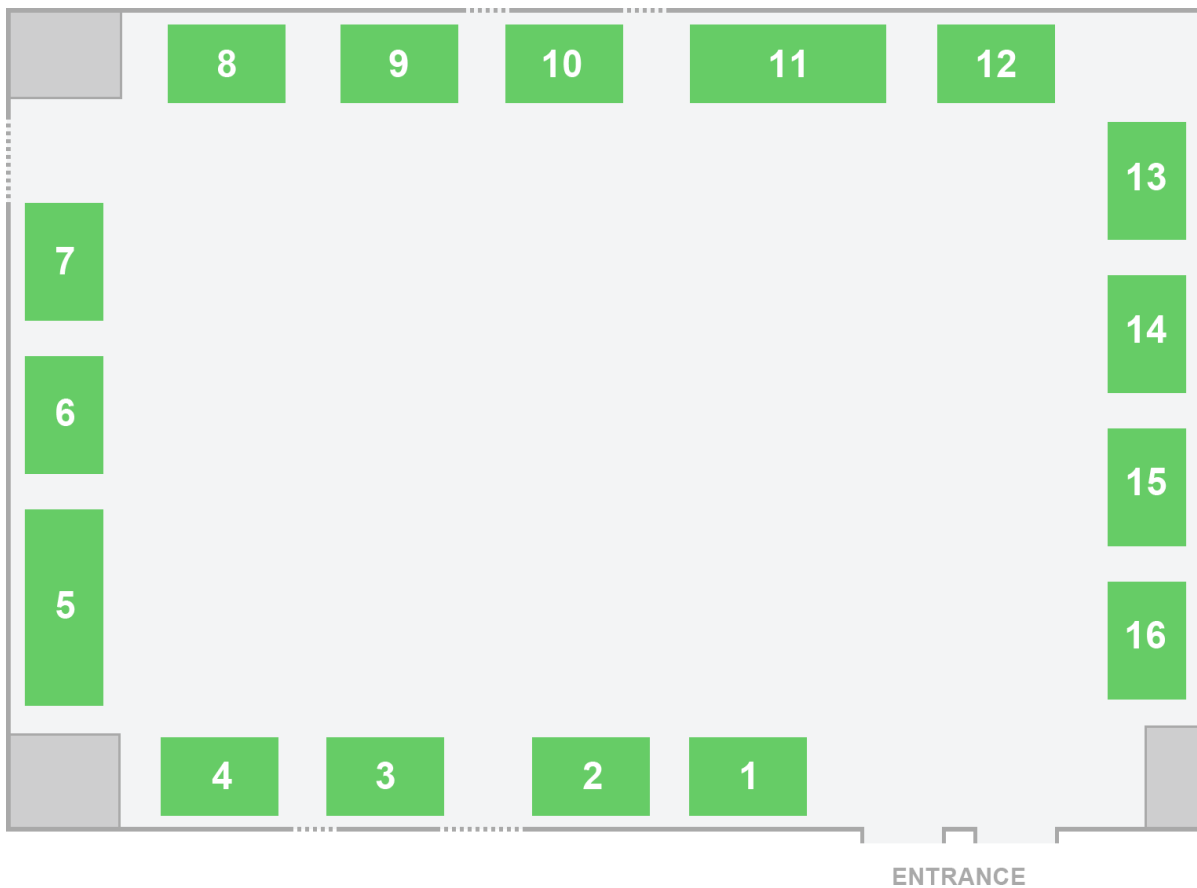
Visit www.cruisejobfair.com/athens/directions/ for more detailed information about the venue's location.



Floor Plan

The Job Fair will take place in the spacious Nymphes ballroom at the hotel. The up to date floor plan with a list of available and taken stands is available on the event website:

www.cruisejobfair.com/exhibitors/athens/



Travelling to the Venue

Novotel Athenes is located in the wider centre of the city.

By Car

GPS Coordinates:

37°59'22.5"N 23°43'29.7"E
37.989586, 23.724928

Parking:

135 paid parking spaces are available at the hotel car park.

By Public Transport

The following underground stations are close to the hotel: Omonia, Metaxourgeio, Larissa Station, Biktória. Busses 732, A11, B11 and Γ12 stop a short wald from the hotel entrance.

By Plane

Athens International Airport Eleftherios Venizelos is about 35 km from the hotel.

On-Site Facilities

Refreshments

A coffee station will be available during the networking hour (from 10.00 to 10.45am).

You will be able to pre-order lunch boxes and we will advise you of the details nearer the time.

There is also an a la carte restaurant in the hotel.

Internet Access

Public Wi-Fi internet connection is available free of charge.

Event Schedule

The event will be opening its doors to visitors from 11:00am until 16:00pm.

Build-up & Break-down Times

Exhibitors will have access to the hall between 9:00 – 10:00 am on the day of the show to set-up their stands.

Visitors with networking passes will be admitted from 10:00 am.

Break down of stands must be carried out between 16:00 – 18:00 and must be completed by the end time as the hall will then be closed.

Any items left on stands at the end of the day will be deemed as rubbish and disposed of by the venue, and the exhibitor will be charged for this service if required.

All portable electrical appliances that are brought on-site should have been recently PAT tested and bear a current PAT test certificate.

Accommodation

There is a range of rooms available at the hotel. We have been offered the following special rates for attendees of our event:

Single room ... €127 incl. breakfast

Double room ... €137 incl. breakfast



Deliveries and Collections

Deliveries

Exhibition materials can be sent to the venue prior to the event and these will be brought into the exhibition hall on the day. Please ensure that any deliveries arrive not sooner than **3 days** before the event.

All goods must be clearly labelled on each package. **Please use the delivery labels** that can be found at the end of the exhibitors' guide, and affix one to each of the packages prior to sending them. It is essential that you complete these labels, so that we can clearly identify if any packages are missing and contact you in advance of the show.

Contact person for deliveries:

Mrs Eleni SKARLATIDOU
H0866-SL@accor.com
Tel: +30 210 8200721
Mobile: +30 6936892758

Collections

If you want packages to be returned to you, please arrange for a courier to collect them from the venue on **Saturday, 14 October** or **Monday, 16 October** latest.

Please have return labels supplied by your delivery company ready and attach them to boxes after the show. Leave the boxes at your stand, and they will be moved to a storage room to be collected after the event.

Delivery Labels

Please print off, complete and attach a label to each individual package before shipping:

Address: Novotel Athenes Attn: Mrs Eleni SKARLATIDOU Event: Cruise Job Fair (Webix) 4-6, Michail Voda Str. 104 39 Athens GREECE	
DELIVERY LABEL	
Event Name:	Cruise Job Fair - 13/10/2023
Function Room:	Nymphes Ballroom
Company:	
Parcel:	of

← Enter your company name

← Enter total number of parcels

Address: Novotel Athenes Attn: Mrs Eleni SKARLATIDOU Event: Cruise Job Fair (Webix) 4-6, Michail Voda Str. 104 39 Athens GREECE	
DELIVERY LABEL	
Event Name:	Cruise Job Fair - 13/10/2023
Function Room:	Nymphes Ballroom
Company:	
Parcel:	of

← Enter your company name

← Enter total number of parcels