



Outbound Tour Executive

- **Vacancy for:** 1
- **Posted on:** Oct. 9, 2017
- **Deadline:** Nov. 9, 2017, 11:55 p.m.

Basic Job Information

Job Category	: Hospitality
Job Level	: Mid Level
Employment Type	: Full Time
Job Location	: Pulchowk, Lalitpur
Offered Salary	: Negotiable

Job Specification

Education Level : Under Graduate (Bachelor)
Experience Required : Not Required

Job Description

Department: Travel & Sales

Job Summary: The tour executive is a full time position. The Ideal candidate will have an understanding of sales, marketing and customer service in tourism industry. We are looking for an enthusiastic individual who have a drive to succeed in sales and a passion for knowledge of the continent in which we operate.

Independent and Team Work:

- Candidate must be comfortable working independently and with a team
- Candidate must be a self starter and well organized

Key Responsibilities:

- To create and sell available fix departure or individually designed tailor-made tours for the customers
- To convert every genuine single query to sale to maximize the revenue and profit
- To ensure the product sold and supporting information provided to the customer is to the highest standard
- Responding to customer enquiries via telephone, email and face book and assist them booking their holiday package
- Identifying the need of the customer, building an instant rapport, offering advise to support their requirement
- Liaising with suppliers to gather required information and holiday package
- Make outbound calls to customer to follow up on queries
- To up-sell and cross sell additional travel product and services to maximize the opportunities
- To demonstrate total commitment to customer service and to ensure all the customers returns home having had a holiday which exceed their expectations

Other Requirement:

- Previous experience in tours and sales.(at least two years experience)
 - Strong communication skills
 - Customer service and selling skill
 - Result oriented
 - Strong organizational and time management skill
 - Will be able to prioritize and multi-task
 - Will have the ability to built rapport with the customer
 - Must be able to work in any other areas within the company as required
 - Should possess a vehicle (two wheeler)
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Applying Procedure

Apply Link : <https://merojob.com/tour-executive-22/>

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