

EMMA KIDMAN

TRAVEL AGENT


Customer service-orientated Travel Agent with over 5 years of experience in Travel industry looking for a job position to provide brilliant service and improve customer experience.




SKILLS

- VIP Liaison
- Ability to manage multiple inboxes
- Customer service
- Strong GDS skills
- Strong Sales Skills
- Friendly and courteous
- Excellent verbal and written communication skills

CONTACT INFORMATION

 123-456-7890
123 Anywhere Street, Any City,
State, Country

 hello@resumesbot.com
www.resumesbot.com

 LinkedIn: @resumesbot

EDUCATION BACKGROUND

University of New York
BA GEOGRAPHY | 2008 - 2012

WORK EXPERIENCE

Travel Agent

DIRECT LINE CRUISES
JAN 2015 TO FEB 2017

- Coordinated the use mileage programs for clients
- Prepared documents and e-mail confirmations to the traveler
- Assisted with Flight, Hotel and Transport bookings
- Worked with team members to cross train in other areas

Travel Agent/Tour Planner

DELTA AIR LINES
JAN 2017 TO DEC 2019

- Completed travel arrangements for client requests for air, hotel, car, ground transportation, consolidators, and other arrangements, at best fare as desired by the client
- Participated in travel-related webinars, training sessions, and in-destination experiences
- Customized travel packages for groups

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