
Online Travel Agent Resume

Job Objective

To obtain an Online Travel Agent position that will allow me to utilize my skills and has potential for growth.

Work Experience:

Online Travel Agent, May 2004 – Present
Traverus Travel, Alicia, AR

- Provided expertise to bring vision and ideas to the planning process and methodologies.
- Identified and prioritized opportunities to significantly improve efficiency, effectiveness and exposure.
- Identified and evaluated new business development opportunities.
- Performed a variance of analysis, trend analysis and financial and business review.
- Worked closely with other Business areas – Product Management Development and other teams.
- Campaigned to understand and shape current and future customer needs.

Online Travel Agent, March 2002– April 2004
Joma Travel, Alicia, AR

- Liaison with the Financial Teams to plan and analyze performance and opportunities within the industry.
 - Assisted in translating strategic concepts into actionable projects.
 - Identified opportunities to help partners increase revenue.
 - Maintained effective relationships with key external business teams.
 - Identified size and prioritized opportunities according to revenue potential.
 - Coordinated with internal and external associates regarding accommodation schemes.
 - Provided continuous business support and guidance for the project teams to champion the execution of all new projects.
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Summary of Qualifications:

- Remarkable experience working as Corporate Travel Agent
 - In depth knowledge of visa requirements, travel restrictions, currency, and time zones
 - Thorough knowledge of tourist destinations, and world geography
 - Proficient in using PCs, MS Office Suite, SharePoint, and GDS
 - Familiarity with CRS systems, Apollo reservation system and ticketing procedures
 - Ability to perform multitasks in fast paced environment
 - Excellent written and verbal communication skills
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Education:

Associate Degree in Global Travel, Harford Community College, Bel Air, MD

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