
Tourism Manager Resume

Job Objective

Hard-working, self-motivated Tourism Manager seeks a full-time position with reputable organization.

Highlights of Qualifications:

- Huge experience in managing tourism destination and supervising work done by subordinates
 - Expertise in tourism industry
 - Outstanding knowledge of Tourism information
 - Immense ability to develop and implement tourism programs
 - Ability to understand market needs and develop programs
 - Exceptional skills to analyze market through research
 - Skilled to maintain good relations with government and communities
 - Proficient in database programs and Microsoft applications
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Professional Experience:

Tourism Manager

California State University, Fortuna, CA

October 2008 – Present

- Developed tourism strategies and enabled promotion of local tourism.
- Managed tourism budget and ensured its effective use.
- Assisted Tourism Director and achieved all tourism related objectives for same.
- Coordinated with various departments and developed effective tourism products.
- Analyzed market and prepared services and products to attract more tourists to assigned area.
- Determined tourism activities and ensured its effectiveness in both private and public sector.
- Designed various events and promotions to attract more tourists.
- Provided support to various hotels through programs.

Tourism Supervisor

University of Denver, Fortuna, CA

August 2003 – September 2008

- Oversaw all tourism projects and prepared timesheets for same.
- Managed tourists coming to area and assisted in all tourist attractions of territory.
- Trained new employees on projects and maintained knowledge of tourist places.
- Monitored phone calls and emails and answered all tourist queries regarding place history and culture.
- Determined all information to be supplied to local press in various local and international events.
- Assisted coordinators in planning various conferences and promoted tourism related activities.

Tourism Coordinator

Zoological Society, Fortuna, CA

May 1998 – July 2003

- Developed marketing plans and coordinated with vendors for same.
 - Scheduled meetings and monitored events of Tourist Development Council.
 - Managed all equipments and supplies required for tourism department.
 - Developed various administrative information reports.
 - Analyzed data and prepared reports for all Tourist development council.
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Education:

Bachelor's Degree in Tourism Management

Salish Kootenai College, Pablo, MT

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