



Job Title:	Part-time Travel Consultant
Job Description – Local Agency seeking dedicated part-time consultant for corporate or leisure clients. Competitive salary to the person who meets the following:	
ROLE AND RESPONSIBILITIES	
<ul style="list-style-type: none">➤ Provide excellent customer service➤ Build a clientele of new and repeat customers➤ Plans and books travel services for clients➤ Meet sales expectations➤ Maintains knowledge of supplier rules and regulations➤ Continue education and training to maintain knowledge and skills	
QUALIFICATIONS AND REQUIREMENTS	
<ul style="list-style-type: none">➤ 1-3 years of travel consultant experience – corporate or leisure➤ Excellent customer service skills and be detail oriented➤ Excellent oral, written and verbal communication skills➤ Ability to multi-task and work in an office environment➤ Excellent knowledge of travel technology and resources (GDS system)	
Applications Accepted By:	
IF YOU MEET THE ABOVE REQUIREMENTS PLEASE FILL OUT THE APPLICATION FOUND ON OUR WEBSITE AND SUBMIT COMPLETED FORM, COVER LETTER AND RESUME TO:	
Mike@TravelLeaders.com	
Subject Line: Part-Time Travel Consultant	
Attention: Mike King, Owner	
Travel Leaders of Fredericksburg	