

Leisure Travel Advisor – Independent Contractor

Team:	Leisure Travel Team
Reports to:	Executive Director
SLT Leader:	CEO

1. Job Description

To be a successful Leisure Travel Consultant (independent contractor), you should be a self-motivated, detail-oriented, travel-passionate individual. An established network of existing or potential clients for your future success.

2. Core Responsibilities

- Qualify, identify, and be able to determine your clients' needs and objectives for their planned vacations.
- Ability to upsell and plan day by day itineraries.
- Superb customer service and communication skills.
- Create and maintain client data and information within ClientBase
- Develop and implement marketing strategies to gain new clients while increasing existing client business.

3. Minimum Qualifications

- High School Diploma or equivalent
- 3+ years' experience in as a successful Leisure Consultant
- Superior communication skills
- Superior research, analytical, planning and organizational skills, keen attention to details