



InasiaTrips Travel & DMC – the leading tour operator and local DMC in Asia is seeking for:

**02 SALES EXECUTIVE
INBOUND ENGLISH MARKET**

**WE'RE
HIRING
NOW!**

inAsiatrips[®]
InAsiaTrips Travel & DMC
RECRUITS

SALES EXECUTIVE
English Market

Send Your CV to:

hr@inasiatrips.com

InAsiaTrips Travel & DMC
www.inasiatrips.com



JOB DESCRIPTION

We are looking for a competitive and trustworthy **Tourism Sales & Marketing Executive - Inbound** to help us build up our business activities. Key Account Officer Responsibilities include managing Client's Account, discovering and pursuing new sales prospects, negotiating deals and maintaining customer satisfaction. If you have excellent communication skills and feel comfortable reaching out to potential customers to demonstrate our services and products through email and phone, we'd like to meet you. Ultimately, you'll help us meet and surpass business expectations and contribute to our company's rapid and sustainable growth.

MAIN JOB DUTIES:

- Communicate and manage to deal with Tourism Companies and Agencies for an online B2B bookings.
- Selling our online booking to direct clients via company email's system. Communicating with clients, meeting their demands and requirements via emails, chat or phone
- Elaborating tour programs according to clients' requests and following the Sales Department procedures.
- Building programs and pricing required by customers.
- Submit regular sales reports and updates (follow company's guide form)
- Co-operating with the operation and accounting departments to follow up and ensure the completion of the tour programs created.
- Updating to manager with new trends and changes of tourism market.
- Actively seek out new sales opportunities; Identify new potential customers, Set up ideal prospecting strategies.
- Carry out other tasks assigned by the manager.
- Effectively maintaining and retaining existing customers by building long-term relationships.
- Act as a link between your customer and the internal teams.
- Promote the company's products to existing customers and attract new customers
- Participate in preparing the sales plan with the Business developer.



- Being responsible for account managing, sustaining and maximizing revenues from named key accounts.
- Conducting Sales visits, solution demonstrations and presentations
- Set up meetings with potential clients and listen to their wishes and concerns
- Build long-term relationships with existing, as well as, new clients.
- Attend exhibitions, conferences and other marketing events either internally or outside Egypt.
- Resenting and marketing company's services to new customers.
- Maximize outside sales development through proactive activities
- Complete sales report to track and account for all sales activities

REQUIREMENTS AND SKILLS

- Proven work experience as a tourism sales.
- Excellent knowledge of computer skilling, especially must use Office Computer well.
- Fluency in English with writing, speaking, listening and reading; multilingualism is a plus
- Strong sales skills and commercial awareness
- Ability to interact, communicate and negotiate effectively
- Sound knowledge of domestic and international travel trends
- Degree in Hospitality, Travel, Tourism, Business or relevant field
- Truthful, responsible, loyal, go-ahead and studious are musts.
- Love to work as a travel planner is needed.
- Personal travel experience will be considered an advantage
- Willing to travel and work in off days in cases of need and if assigned by manager.

SALARY & POLICIES

- Monthly salary is negotiated.
- **And salary is based on fixed salary + monthly commission + bonus.**
- Insurance follow regulations of Vietnam.
- Off days follow Vietnamese Laws.
- Opportunities to get training and working in a professional and dynamic working environment. If you do not have experience, we will train with a condition from company.



- Income under the agreement and in accordance with the capacity, according to sales bonuses.
- Opportunities to exchange and learn from at home and abroad.
- Opportunities for promotion and career development.
- The regime prescribed by the Labor Law and the Company.
- Annually Traveling (organized by company)
- Bonus (Month – Quarter – Holiday – Tet)

For more information, you are advised to contact InAsiaTrips Travel & DMC via

email to: hr@inasiatrips.com

*Call: **0789 286 888***

We are look for a true team-mate!