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| [**Jude.280213@2freemail.com**](mailto:Jude.280213@2freemail.com) | | | |
| **Jude** | | | |
| **OBJECTIVE** | | | |
| To further my professional career as a Holidays Manager in a professional office environment where my skills are valued and can benefit the organization efficiently and productively. | | | |
| |  | | --- | | **SUMMARY OF QUALIFICATIONS** | | * Widely experienced travel and tour professional with 25 years’ experience in Kuwait, UAE, Oman and India * Contracted and worked with leading international wholesalers, tour operator’s luxury leisure tours and hotel chains worldwide and sourced preferential rates and services. * Thorough knowledge of the European & Australiasian markets. * Management and Operations of Inbound and Outbound tour movements. * Professional attitude with an aptitude for establishing rapport with High clientele. * Effectively communicate with people of all ages and cultures * Fluent in English and conversational Arabic and Hindi. |   **EXPERIENCE** | | | |
| **2013 – 2015 &**  **1998 - 2007** | | **TRANS ARABIAN SEA AIR TRAVELS** | **DUBAI, UAE** |
| **Supervisor - Inbound & Outbound Leisure**   * Responsible for inbound & outbound corporate and leisure business - India, Sub-Continent, Europe, Middle East and the Far East * Cruise reservations for individuals travelling on business and leisure on international cruise lines – Royal Caribbean, Star Cruises, Celebrity Cruises, Costa Cruises. * Attended airline seminars, work-shops and Airline presentations for travel related products * Attended travel exhibitions worldwide for travel related products and services * First-hand knowledge of Hotels and cities in Europe, Sub Continent and Far East * Escorted corporate groups to Europe and Far East to co-ordinate business conferences * Handled hotel reservations, car hire, excursions for various corporate companies * Holiday packages marketed by major airlines operating out of Dubai and the Northern Emirates * Tailor made leisure and business travel packages for individuals and groups to the Sub-Continent, Far East, Europe and USA * Escorted coach tours to Europe, Far East and USA operated by Trafalgar Tours, Cosmos, Cox & Kings, SOTC, Thomas Cook | | | |
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| **2010 – 2013** | | **VIBRANT HOLIDAY DESTINATIONS** | **MUMBAI, INDIA** |
| **Assistant Manager – Operations**   * Outbound leisure, business and services, packaged/specialized tours, vacation packages * Advise customers on current traveling conditions, planning customer travel and itineraries, calculating costs for transportation and accommodations * Sell travel packaged & specialized tours, advise customers on travel plans. * Reconcile sales slips and cash daily. * Daily follow up with clients while on tour. * Client update on their holiday on their return. | | | |
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| **2007 – 2009** | | **SHANFARI TRAVELS & TOURS** | **MUSCAT, OMAN** |
| **Assistant Manager**   * Inbound & outbound leisure business and services, packaged/specialized tours, vacation packages * Advise customers on current traveling conditions, planning customer travel and itineraries, ticketing and booking functions: calculating costs for transportation and accommodations * Sell travel tickets, packaged & specialized tours, advise customers on travel plans. * Reconcile sales slips and cash daily. | | | |
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| **1991 - 1997** | | **SHARAF TRAVEL** | **DUBAI, UAE** |
| **Executive - Inbound & Outbound Tours (Sharaf Holidays)**   * (General Sales Agents- Air Maldives, Finn air, South African Airways, Delta Airlines, Air Nippon, Virgin Atlantic, Trafalgar Tours & Costa Cruises) * Handled inbound and outbound tours Sales & Operations from the head office in Dubai. * Job involved meet and greet assistance at Dubai International airport on arrival and departure for all inbound tourists. * Co-ordination with local Immigration officials at Dubai Immigration Department for issuance of tourist and business visas for individual and group tourists to UAE. * Attended airline seminars, work-shops and presentations organized by airlines to show case their travel related products to travel agents. * Visited travel related exhibitions in Europe and South Africa organized for tourist/ travel organizations exhibiting travel products and services. * Participated in Familiarization tours to the Sub Continent and Far East organized by airlines, travel agents and cruise operators for local travel agents in Dubai.  |  |  |  | | --- | --- | --- | | **1990 - 1991** | **EXPLORER TRAVEL & TOURS** | **MUMBAI, INDIA** | | **Assistant Manager – Tours**   * Handled inbound tourists from Europe and Far East to all over India from the office in Mumbai. * Job involved meet and greet assistance at the airport on arrival and departure. * Hotel reservations complete with special requirements. * Local guided tours, sightseeing and excursions. * Daily co-ordination with local car rental firms for car hire services all India * Co-ordination with local Government of India Tourist Office for multilingual guide services. * Co-ordination with international & domestic airlines for flight/onward seat confirmations | | |  |  |  |  | | --- | --- | --- | | **1987 -1990** | **UVI HOLIDAYS LIMITED** | **MUMBAI, INDIA** | | **Inbound Tours Officer/ Executive**   * Managed all aspects of International inbound tourists to all locations in India from the head office including: * meet and greet assistance at the airport on arrival and departure * Hotel reservations in all cities * Local guided tours, sightseeing and excursions * Daily co-ordination with local car rental firms for car hire services * Co-ordination with local Tourist Office for multilingual guide services * Interaction with international/domestic airlines for flight and onward seat confirmations | | | | **PROFESSIONAL SKILLS** | | | | * GDS - Amadeus and Galileo * MS Office | | | | | | |
| **EDUCATION** | | | |
| 1983 | New Indian School | | Kuwait |
| * All India Intermediate School Examination   1984 New Indian School Kuwait   * All India Secondary School Examination | | | |
| |  |  |  | | --- | --- | --- | | **PERSONAL PROFILE** | | | | Date of Birth: | 10th November, 1966 |  | | Nationality: Indian | | |   Marital Status: Single  Languages Spoken: English, Hindi, Arabic  **REFERENCES** | | | |
| References from Senior Travel Management Executives available on request | | | |