



Advertised: 14-07-11 | Closing Date: 13-08-11

## Hello Holidays Sdn Bhd

HELLO HOLIDAYS is one of the leading travel agent & tour operators in Malaysia. We are specialized in organising Company Incentive Tour & also Tailor Made Family Trip for Domestic as well as International Destinations. Our Outbound Department is specialized for Japan, Korea, Taiwan, Hong Kong, China & South East Asia Tour Series, Whereas Our Inbound Department is specialized in handling group travellers from Taiwan, Hong Kong, China & Indonesia. We have our own fleet of tourist coaches to handle our inbound and domestic tour groups. In line with our rapid expansion plan for 2011, we are seeking for experience candidate to joint our outbound department to support our outbound sales team. Hello Holidays is participating in Matta Fair in AUG 2011 at PWTC & Also MITM Travel Fair in OCT 2011 at Mid Valley. Let joint "Hello Holidays" Happy Family, Come Fly with us & We made all the traveller happier!

## Outbound Tour Operations

MYR 1200 - 1800 +Bonus & Allowance  
(Kuala Lumpur)

### Responsibilities:

- To keep in touch with local & overseas travel suppliers for information, quotation & booking.
- To keep sales team & superior inform with ALL new update of travel information.
- To prepare itinerary & quotation for sales team.
- To report to superior regarding sales performance.
- Any other matters regarding outbound operations.

### Requirements:

- Candidate must possess at least a Primary/Secondary School/SPM/"O" Level, Diploma, Advanced/Higher/Graduate Diploma, Business Studies/Administration/Management, Finance/Accountancy/Banking, Secretarial, Journalism, Advertising/Media or equivalent.
- Required language(s): Bahasa Malaysia, **Chinese, English**
- At least 1 year(s) of working experience in the related field is required for this position.
- Preferably Junior Executives specializing in Hotel Management/Tourism Services or equivalent.
- Full-Time positions available.

### Hello Holidays Sdn Bhd (614551-T)

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