Ike street, Ikeja, Lagos.

sample@gmail.com

0804-7657-432







Organizational skills

Great customer service skills

Good listening skills

Attention to details

IT skills

**2006 - 2007**

**2008 - 2012**

BACHELOR OF SCIENCE (SOCIAL WORKS)

**University of Benin, Benin City.**

NATIONAL DIPLOMA (HOSPITALITY)

**University of Lagos, Lagos.**

**2013 - 2017**

**2017 - Present**

TRAVEL AGENT

**Speed Way Travels**

* Maintain good communication with customers to provide updated travel information.
* Confirm payments made by customers.
* Verify customers passport and visas.

TRAVEL AGENT

**Travel Well Limited**

* Prepare details about historic places, shopping centers and entertainment.
* Investigated customer complaints about different things like; transportation, accommodation, etc.
* Liaised with hotel and cruise liners.
* Met with customers to discuss travel foreign and domestic travel and tour packages.

**EXPERIENCE**

**ABOUT ME**

Customer oriented professional with over 5 years of experience in travel and tourism. Possess expertise in travel management, event management, and travel coordination. I strongly believe in strategic planning and time management.

TRAVEL AGENT

**SKILLS**

**CONTACT**

**EDUCATION**

PETER ADEKOLA

0804-7657-432

sample@gmail.com

3, Ike Street, Ikeja

