

# Michael Page

[www.michaelpage.co.jp](http://www.michaelpage.co.jp)

## Travel Consultant - with GDS Experience!

### Travel Consultant

#### Job Information

**Recruiter**
[Michael Page](#)
**Job ID**

1507163

**Industry**

Tourism

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

3.5 million yen ~ 4.5 million yen

**Refreshed**

December 2nd, 2024 13:35

#### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

#### Job Description

You will have the unique responsibility of managing inquiries from Japanese clients via email and phone calls, primarily within the B2B sector. While the majority of your interactions will be with Japanese clients, you'll also have the opportunity to engage with foreign clients. This makes proficiency in English communication an essential requirement for this role.

#### Client Details

Global travel company.

#### Description

- Manage inquiries from Japanese clients via email, phone calls, and in-person meetings, ensuring exceptional service at every touchpoint.
- Build and maintain strong relationships with clients, understanding their travel preferences and requirements to provide personalized recommendations and solutions.
- Stay updated on industry trends, travel regulations, and destination information to offer informed advice and support.
- Collaborate with team members to optimize travel itineraries, resolve issues, and exceed client expectations.
- Assist with administrative tasks such as processing payments, issuing tickets, and preparing travel documents accurately and efficiently.

- Proactively follow up with clients post-travel to gather feedback, address any concerns, and foster long-term loyalty and satisfaction.

#### **Job Offer**

- Hybrid Set up - has to be in the office during training though.
- Monday to Friday, 9AM-6PM

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Michelle Rosette on +813 6832 8698.

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#### **Required Skills**

- Native-level proficiency in Japanese.
  - Fluency in English, as you'll also engage with foreign clients.
  - Strong communication skills, both written and verbal.
  - Ability to work in Tokyo 23.
  - Prior experience in the travel industry or customer service is preferred but not required.
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#### **Company Description**

Travel Consultant