



# Example of Travel Sales Manager Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our company is looking for a travel sales manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for travel sales manager

- Attend trade shows, conferences and industry meetings
- Plan and execute sales trips, sales calls, site visits and client entertainment
- Analyze and maintain knowledge of customers, market trends and competition
- Participate in regular business reviews and sales meetings
- Provide progress reports to Account Manager, Transient Corporate
- Monitor, collect and analyze data and communicate all information to team
- Supervise support staff in the planning, administration and execution of select client events and other sales promotions
- Maintain and correctly input data in available sales systems
- Proactively communicate with SIMS Champion to submit results
- Respond efficiently and effectively to incoming leads and convert them through prompt, professional interactions

## Qualifications for travel sales manager

- Excellent English, Italian and Spanish
- Needs to demonstrate knowledge of IATA regulations, airline procedures, distribution systems and accounting practices
- Must have strong negotiating, influencing, problem solving and decision making skills
- Should have been associated with the travel trade in the Gulf Area
- Should have excellent command of written and spoken English
- Knowledge of distribution practices and regulatory environments as they

