



CRUISE RESERVATIONS CONSULTANT

Coral Expeditions is Australia's pioneering cruise line with over 35 years history of innovation and high quality marine operations. We operate a fleet of Australian flagged small ships operating to the highest standards of safety and hospitality. Our guests come from Australia, Europe and North America. Our itineraries include the Great Barrier Reef, West Australia Coastline, Tasmania, Papua New Guinea, Spice Islands of Indonesia, Indian Ocean, Asia and New Zealand.

If you are a highly motivated travel industry professional with a minimum of 2 years' experience, this might be the position for you.

We are looking for individuals who enjoy working in a small, friendly, fast-paced team environment but also possess the ability to work autonomously in a Sales focused role within the reservations team.

OVERVIEW OF POSITION:

- Sales focused role within a small but dynamic team.
- Fast paced environment within a growing business
- A team player who will contribute towards a positive team environment.
- Complete tasks provided promptly within time frames.
- Ability to work well under pressure and take directions.
- Excellent interpersonal skills and a genuine commitment to customer service excellence with a can do attitude and willing to go the extra mile.
- Experience within retail or wholesale travel, cruise/travel industries or hotels is desirable but not essential.
- High level of attention to detail and the ability to retain information.
- Attending to phone calls and emails promptly and accurately.
- Responsible for accurate entry of details into reservation system, programs and database.
- Ability to create guest loyalty by providing a professional and unparalleled level of service.
- Excellent time management skills and the ability to prioritize tasks to complete required daily work
- Proven communication skills in English (Reading and writing).
- Completing work task sheets involving a high volume of admin, using applications such as - word, excel, outlook, reservations systems and database applications.
- Prioritizing your own self-managed daily work load and reporting directly to the Reservations Manager.

LOCATION

Cairns Office, located in Bungalow

WORK TYPE

Full Time, Salary Position

Please note: This position includes participation in public holiday rosters. The hours of the Reservation department are 07.30am to 05:30pm Monday to Friday. (Some occasional weekend hours might be requested)

If this sounds like the position for you please e-mail your resume and cover letter to careers@coralexpeditions.com

Due to the sheer number of applications we normally receive, we are unable to respond to each application, however should your application be shortlisted you will receive notice from us by email, good luck!

Head Office

246 Hartley St, Bungalow, QLD
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1800 079 545

coralexpeditions.com

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Our Expeditions

- > The Kimberley
- > Great Barrier Reef
- > Cape York & Arnhem Land
- > Tasmania
- > Australia's West Coast
- > Australian Circumnavigation
- > Papua New Guinea
- > Raja Ampat & Spice Islands
- > Sulawesi, Komodo & Krakatoa
- > Solomons & Vanuatu
- > New Zealand
- > Islands Of The Indian Ocean

Our Ships

- > Coral Geographer
- > Coral Adventurer
- > Coral Discoverer
- > Coral Expeditions II

