

IC_VIP, LUXURY/LEISURE SPECIALIST (Independent Contractor)

Job Description

Position Summary:

The role of VIP, Luxury/Leisure Travel Independent Contractor is tailor made for the seasoned travel agent with a longstanding book of repeat clientele. The ideal professional must possess the ability to design an unforgettable travel experience for UHNW world travelers. This includes management of booking Cruises, Yacht Charters, 5* Hotel accommodations, Private Tours, Meet & Greet airport services & transfers, First Class airline flight options, etc. In this role, the Luxury/Leisure professional must be able to multi task across various booking files to maximize revenue opportunities, create new destination planning and provide high-touch, timely service to membership-based customers.

Required Skills:

The ideal professional must be knowledgeable of luxurious, world-wide destinations and travel trends; sharing knowledge of personal experiences while displaying a high level of customer service and excellent interpersonal and communication skills (written, verbal, and listening). A minimum of 5yrs experience in this field is essential and must have previous experience working as an Independent Contractor with a current book of clients, averaging a minimum of \$1MIL in annual revenue. The ideal professional must also possess a high competency level of handling complex itineraries and make sound recommendations based on information and geographical accessibility. Experience working with Virtuoso agencies is a plus.

Technology Skills:

This role requires an individual who is comfortable navigating through online websites to research global details; including weather conditions, maps, public holidays and looking up local currency and VAT info. We also require our ideal professional to possess fundamental knowledge of Microsoft Office programs such as Outlook, Word, Excel, and PowerPoint to create customized itineraries.

Organizational/Time Management Skills:

Established independent contractors have an existing office/home-office and only needs access to the Host Agency's vendor partnerships. Self-sufficient, with established processes for managing client budgets, meeting financial deadlines (deposits and final payments) to vendors and suppliers. Must have ability to work independently, with sharp attention to detail and a high level of dexterity, maximizing a seamless, luxurious travel experience for clients.

In closing:

Independent Contractors work under the partnership of a Host Agency and are considered Commission (1099) professionals who work under an 80/20 partnership. They service their own Ultra High Net Worth clientele and generally require support from the host agency for ticketing and access to consortia partnerships (such as Virtuoso or Signature).

