

Esther Scott

Experienced, Organized, Detailed

© esther.scott@gmail.com

☎ 3868683442

To:

Harry Potter

Mojito

Dear Mr. Potter,

I hope this message finds you well. My name is Esther Scott, and I am enthusiastic about the opportunity to apply for the Travel Agent position at Mojito. With extensive experience in the travel and tourism industry, I have developed a robust set of skills that align perfectly with the requirements of your esteemed organization. I am eager to bring my customer-centric approach, organizational prowess, and travel coordination expertise to your team.

- 1. Proven Experience:** I have five years of career experience as a Travel Agent, having worked with Amazon Travel and PenTravel. During my tenure, I specialized in making comprehensive arrangements for various travel components, from transport and accommodation to destination weddings and sustainable tourism packages. This diverse experience has honed my ability to handle complex travel logistics efficiently.
- 2. Strong Skill Set:** My professional background has endowed me with vital skills such as domestic and international travel expertise, budgeting and accounting, itinerary creation, and logistical planning. I am also fluent in multilingual communication, with proficiency in Spanish, Russian, and French, which allows me to cater to a broad and diverse clientele with ease.
- 3. Award-Winning Customer Service:** I have been recognized as the Travel Agent of the Year for scoring 98% in a client satisfaction survey at Amazon Travel. My dedication to providing exceptional service, coupled with my ability to manage high volumes of reservations (up to 12,500 guests monthly), underscores my commitment to enhancing the client travel experience and achieving business objectives.

Thank you for considering my application. I am excited about the possibility of contributing to Mojito's continued success and would be grateful for the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team. I look forward to the possibility of an interview.

Warm regards,

Esther Scott