

# Our Professional Training Services



---

Basic Training for Travel Agents	Date:	to be indicated
	Duration:	133 hours
	Schedule:	to be indicated
	Investment:	Upon Request
	Pre-requisites:	-----

---

---

**Target Audience** Professionals interested in a career as a travel agent.  
Professionals in the tourism industry who already work in travel agencies and wish to expand their knowledge.  
Tourism and hospitality students wishing to acquire practical knowledge of the travel agent profession.  
Entrepreneurs and travel agency owners wishing to train their teams

---

**Assessment** Diagnostic, formative and summative assessment.

---

**Educational Resources** All teaching materials are provided by Abacate Amarelo *Career Mastery*.

---

For more information, fill in the contact form.

# Our Professional Training Services



## General Objectives

Basic training for travel agents aims to provide participants with the knowledge, skills and tools needed to perform the duties of a travel agent efficiently. It aims to prepare future travel agents and enable them to offer high-quality services to clients.

---

---

## Specific Objectives

Master the use of booking and issuing technology systems used in the travel and tourism industry the use of booking software, mobile applications and relevant online resources

---

Develop sales and marketing skills to promote, attract and retain customers

---

Customer service

---

Regulations and policies

---

Develop sales and marketing skills to promote, attract and retain customers

---

Developing interpersonal skills

---

Crisis management

---

Professional ethics