



Divyanshi Gupta

I consider myself a responsible and orderly person.
I am looking forward for my better work experience.



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+91 703-720-4036

Enthusiastic and detail-oriented Tour Inbound Agent with 1.5 years + of experience delivering exceptional travel services. Skilled in managing bookings, coordinating itineraries, and providing personalized travel recommendations. Committed to ensuring seamless travel experiences and high customer satisfaction. Strong communicator with a passion for the tourism industry and problem-solving expertise..

Skills

- Custom Service Skills
- Communication
- Problem Solving
- Teamwork
- Microsoft Excel
- Microsoft Word

Experience

Inbound Tour Executive, Incredible India Journeys, Noida

August 2023 – Present

- Expertly managed customer inquiries and reservations, ensuring seamless travel experiences for international clients.
- Coordinated flight, hotel, and transportation bookings, tailoring itineraries to meet specific client preferences.
- Delivered exceptional customer service, consistently exceeding satisfaction targets and resolving issues promptly.
- Built strong relationships with vendors and partners to ensure timely and efficient service delivery.
- Maintained up-to-date knowledge of travel trends and destinations to provide clients with the best recommendations
- Managed the executive calendar and organized travel arrangements, resulting in a stress-free experience for the executive

TakeAtrip Travels, Ghaziabad

Feb 2023 – July 2023

- Gained hands-on experience in managing customer inquiries, booking services, and creating tailored travel itineraries.
- Collaborated with vendors to ensure smooth coordination of flights, hotels, and transport for clients.
- Developed strong communication skills by resolving customer issues and delivering exceptional service.
- Learned key industry tools and trends, enhancing my ability to provide up-to-date and relevant travel recommendations.
- Quickly adapted to a fast-paced environment, contributing to team success and improving overall customer satisfaction.

Education

DELHI UNIVERSITY

Mata Sundri College for Women, Delhi (2021-2024)
Bachelor of Arts (History Hons.)

CBSE

Dewan Public School, Hapur
12th (Humanities) - 93% (2020-21)
10th - 85% (2018-19)

Hobbies

- Reading
- Travelling
- Writing

Language

- English
- Hindi

Certificates

- Protect Our Earth (WWF)
- Theatre and Cinema (Delhi University)
- Pursuing for Digital Marketing (Sept 2024 – Jan 2025)

Personal Details

- Address: Shivpuri, Hapur (UP)
- Date of Birth: 19 March 20023
- Sex: Female
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