

EaseMyTrip

1.Executive (Holiday Sales) (2)Flight Support
Executive (3)HR Intern (4)



Job Profile Details

Placement Cycle

ARKA JAIN University - Placements 2025-26

Job Location

Gurugram Haryana,

Date of Visit

NA

Position Type

Full Time

Expected Hires

NA

Sector

Sales

CTC

INR 231336 - 300000

Category

Level 2 - General

Description

1.Designation: - Executive (Holiday Sales)

Interview process

1st round with HR team

2nd & final round with operations Manager.

About the Role:

The company is looking for an enthusiastic and motivated individual to join their team as an International

Holiday Sales Executive. This role is ideal for freshers who have a keen interest in travel and a basic understanding of popular international short-haul destinations. The position involves assisting clients in planning and booking customized international holiday packages while ensuring outstanding

customer satisfaction and achieving sales targets.

If you are passionate about travel, enjoy customer interactions, and are eager to begin your career in the tourism industry, we would love to have you on board!

Key Responsibilities:

Engage with customers to understand their travel preferences, budgets, and expectations.

Recommend and sell suitable international short-haul holiday packages(e.g., Southeast Asia,

Middle East, Indian Ocean, etc.).

Use effective sales techniques including consultations, presentations, and negotiations to close deals.

Deliver excellent pre- and post-booking customer service, ensuring smooth travel experiences.

Work towards achieving monthly and quarterly sales targets. Maintain an up-to-date understanding of short-haul international destinations, hotels, attractions, and travel experiences.

Stay informed about industry trends, airline offers, visa regulations, and competitor packages.

Accurately maintain customer data, inquiries, and bookings using CRM systems.

Prepare quotations, itineraries, booking confirmations, and invoices efficiently.

Coordinate with internal departments (operations, ticketing, and accounts) for seamless execution of travel plans.

Utilize digital tools and social media platforms to generate travel leads.

Qualifications & Requirements:

Bachelors degree (preferably in Travel, Tourism, or Hospitality).

Passion for travel and eagerness to learn about international destinations.

Strong communication, interpersonal, and negotiation skills.

Basic understanding of travel sales processes.

Proficiency in MS Office and familiarity with travel booking tools (preferred but not mandatory).

Freshers with good communication and a positive attitude are encouraged to apply.

2. Designation: Flight Support Executive

Responsibilities:

Provide best-in-class customer service and problem resolution to customer queries over the voice-based phone service.

Support customers across Telecommunication/E- mail/Chat,

Meet customer requirements

through first contact resolution.

Clarify customer requirements; probe for and confirm understanding of requirements or problem.

Greet customers in a courteous, friendly, and professional manner using agreed upon procedures.

Listen attentively to customer needs and concerns; demonstrate empathy. Confirm customer understanding of the solution and provide additional customer education as needed.

Prepare complete and accurate work and update customer file.

Requirements:

Freshers with good communication skills

6 Days working and one rotational week off

Ready to work in rotational shifts (No Night Shifts for females)

Knowledge of international/domestic travel voice process

Be enthusiastic & have zeal to perform.

Designation: Human Resource Intern

Responsibilities:

Conducting onboarding activities for new hires (e.g., orientation, paperwork processing)

Maintaining employee records and personnel files

Assisting with data entry and maintaining HR databases

Preparing reports and presentations as needed

Supporting various HR projects, such as employee engagement initiatives, training programs, and grievance handling.

Requirements:

Freshers with good communication skills

Candidates must proficiency in Microsoft Excel

6 Days working and one rotational week off

Ready to work in rotational shifts (No Night Shifts for females)

Knowledge of international/domestic travel voice process

Be enthusiastic & have zeal to perform.

Note* : 1. Duration of Internship is for 4 Months

2. Competitive Stipend amount is 5k

3. Certificate will be offered after completion of internship

Open for Courses

- Jain - Arka Jain University Jharkhand

BBA

1. Finance
2. Marketing
3. Human Resource

B.Com (Hons.)

1. Finance
2. Marketing
3. Human Resource

BCA

1. Data Science (DS)
2. Artificial Intelligence (AI)

B.Sc

1. Biotechnology

BA (Hons.)

1. Fashion Design
2. English
3. Journalism & Mass Communication

Eligibility Criteria

BCA

All students are eligible

B.Sc	<i>All students are eligible</i>
BA (Hons.)	<i>All students are eligible</i>
B.Com (Hons.)	<i>All students are eligible</i>
BBA	<i>All students are eligible</i>

Work Experience Criteria	No work experience based criteria defined yet!
Allowed Genders	[Y] Male students [Y] Female students [Y] Other Genders
Backlogs	Students with backlog(s) not allowed

Hiring Workflow

Pre-placement Talk	<i>No Venue/Time specified</i>
Group discussion	<i>No Venue/Time specified</i>
HR interview	<i>No Venue/Time specified</i>

Additional Info

No additional information