



VACANCY

JOB DESCRIPTION: *Data Entry cum content builder (3 positions)*

Un dossier de candidature en anglais et en français (CV + photo) est à adresser uniquement par voie électronique a l'attention de kovilah@frenchsidedtravel.com

Job Description of ***Data Entry cum content builder*** entails the following:

- 1: "Create products/services in the Toogo Software platform according to our guidelines"
- 2: "Help in preparing travel books"
- 3: "Send Reservation Reminder pre-arrivals"
- 4: "Collecting travel reviews"

Skillset

- High ease of use Word, Excel, Google's g-suite, Slack, Internet, Photo software
- Background in tourism, knowledge of European geography and Tourism center of interest
- Works well in a team, proactive, organized with an attention to detail
- Ability to quickly learn new software and tools
- Must be fluent in English and knowledge of French (A2 Level or B1)

Yours sincerely,

For Dhriti Consulting Services



Name: Kiran Yellampalli
Title : Founder - Partner