

No one else gives you so much Switzerland.

We are a specialist inbound tour operator, ensuring simple and comprehensive access to Switzerland as a holiday destination. Our teams in Zurich, London, Stuttgart and Hong Kong offer an extensive product range to tour-operators, travel agencies and direct customers worldwide.

We are currently looking for a committed individual to join our Hong Kong team as:

Operations (Group)

Your role:

B2B Partner Services:

- Develop tailored tour packages and services that align with client needs and budgets.
- Arrange travel documents, including itineraries, vouchers, and tickets.
- Provide exceptional customer support.
- Handle payment processing and financial transactions.

Swiss Supplier Coordination:

- Book services such as hotels, transportation, meals, and activities.
- Control costs and negotiate favourable rates with suppliers.

Additional Responsibilities:

- Participate in marketing events and trade shows to promote products.
- Assist with office administration tasks as required.

Your Qualifications:

- Background in Destination Management Company operations; knowledge of Swiss destinations is a plus.
- Associate degree or above
- Strong IT skills and ability to quickly learn company operation systems.
- Motivated, open-minded, and solution-focused with excellent prioritization skills.
- Proficiency in English and Chinese is essential; knowledge of other Asian languages will be an advantage.
- Strong team player with the ability to perform under pressure.

Our offer to you:

- A comprehensive insight about Swiss tourism
- A flexible and fun working environment in an international team across
- A modern office in a central location and possibility to partially work from home
- Medical insurance coverage

Interested?

Please send your meaningful application documents with reference “Operations (Group)” to Swan Liu, Team leader of Operations Group Hong Kong, by e-mail to jobs@stc.ch