S.O.T. SYSTEMS OF TIMOR

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+67077192122

Rua de Ai Meti Laran, Comoro, Dom Aleixo, Dili

JOB PROFILE

Travel consultant

Konsultór viajen

Hospitality & tourism · ISCO-08 4221

Travel consultants give information about places to visit, plan trips, book transport and places to stay, and check in passengers. The Dili Institute of Technology teaches Tour and Travel Management.

TRAIN IN TIMOR	**Higher education** DIT Tour and Travel Management
COURSE LENGTH	**To confirm** No published source yet
IN TIMOR	**To confirm** No published demand data yet
ABROAD	**No official programme yet** Australia PEV: any job, with a job offer
PAY IN TIMOR	**US$245 / month** Average for all clerical workers (small sample) in Timor-Leste, not this job alone (Labour Force Survey 2021)

WHAT YOU DO

Advise customers: Find out where and when the customer wants to travel; Compare flights, ferries, buses and hotels; Give information about places to visit.

Book: Book and confirm transport and places to stay; Issue tickets and vouchers; Help customers with travel papers such as visas.

Plan trips: Write a day-by-day travel plan; Change bookings when plans change; Put together tour packages.

Office and check-in work: Take payment and keep records; Check in passengers and their bags; Answer phone calls, messages and emails.

Based on the ILO description of ISCO-08 unit group 4221, Travel consultants and clerks.

WHERE YOU WORK

Travel agencies (Booking trips for customers); Airline & ferry offices (Selling tickets); Tour companies & hotels (Planning tours for visitors); Airports & ports (Checking in passengers).

You work in an office, on the computer and the phone. It gets busy before holidays and big events.

Tourism is one of the three main industries the government wants to grow. Its programme suggests tourism packages shared with nearby places such as Flores, the Moluccas and Kupang, for visitors from Indonesia, Australia and other countries in Asia and the Pacific.

IS IT FOR ME?

You are good at: Using a computer, Listening to customers, Organising details, Languages, Staying patient.

You like: Travel and new places, Helping people, Office work, Planning.

English is needed for most bookings and for foreign visitors.

TRAIN FOR IT IN TIMOR-LESTE

- **Tour and Travel Management** · Dili Institute of Technology, School of Tourism and Hospitality. Degree level: to confirm.
- **Tourism and Hospitality Training Centre, Dili** · Planned in the government programme 2023–2028. Status to confirm.

Course length and fees: to confirm with DIT. The directory never shows a number without a source.

WHERE IT LEADS

- **Hotel receptionist** · Front-desk work with bookings (ISCO 4224)
- **Travel consultant** · DIT Tour and Travel Management
- **Senior consultant or agency manager** · Leads the team and works with airlines and hotels
- **Your own travel agency** · Startups of Timor helps you start one

WORK ABROAD, SAFELY

- **Australia: Pacific Engagement Visa** · No official programme recruits Timorese workers for this job yet. Australia's Pacific Engagement Visa allows any occupation, but you need a job offer first.

Never pay a fixer. Join only through SEFOPE, the Timor-Leste government office for work abroad. No one can sell you a place, and a real overseas job never asks you for a recruitment fee.

SOURCES

1. ILO, ISCO-08 unit group 4221 Travel consultants and clerks https://www.ilo.org/public/english/bureau/stat/isco/isco08/
2. Dili Institute of Technology programmes: School of Tourism and Hospitality, Tour and Travel Management https://www.dit.edu.tl
3. Programme of the IX Constitutional Government 2023–2028 (18 Jul 2023), §4.4 Tourism and §4.6 Industry https://timor-leste.gov.tl/wp-content/uploads/2023/07/EN-Programa-IX-Governo.pdf
4. Pacific Engagement Visa: any occupation, job offer needed (employer fact sheet 2025) https://pev.gov.au/sites/default/files/2025-02/PEV%20for%20Employers%20Fact%20Sheet_2025.pdf
5. Labour Force Survey 2021, Table 29: average monthly wage of employees by occupation group https://www.ilo.org/sites/default/files/wcmsp5/groups/public/%40asia/%40ro-bangkok/%40ilo-jakarta/documents/publication/wcms_863064.pdf

From the Servisu jobs directory. Every figure has a source; "to confirm" means none yet. http://servisu.oftimor.com/jobs-directory/travel-consultant/?lang=en