Tourism and travel advisers plan and organise travel and accommodation for clients, and provide travel and accommodation information to tourists.

**Job title examples**
- Tourist Information Officer/Tourist Adviser
- Travel Consultant/Travel Agent

**Other jobs in this field of work**

**What tourism and travel advisers do**
- determine clients' requirements for travel, accommodation and special interests
- suggest itineraries based on available travel routes and cost, availability and convenience of transport
- make and confirm travel and accommodation reservations and inform clients of bus, plane, ship and train connections
- notify clients of travel dates, baggage limits, and medical and visa requirements
- provide information on tourist attractions and tour availability, and procedures for dealing with lost and stolen documents
- assist with travel clearances
- collect payments and issue clients' itineraries, relevant documentation, tickets for travel and vouchers for accommodation
- provide information on travel insurance, relevant government regulations such as customs regulations, and use of credit cards and traveller’s cheques
- answer inquiries from tourists and offer suggestions about tours, travel routes, accommodation and local customs
- provide literature and information on local and interstate tours and places of interest
- discuss transport availability and cost
- may work in a call centre

**Main employing industries**
- Administrative and Support Services – travel agency and tour arrangement services
Qualifications

The following government subsidised qualifications are available in NSW:

- **Certificate II in Tourism** available as a traineeship or qualification
- **Certificate III in Tourism** available as a traineeship or qualification
- **Certificate III in Travel** available as a traineeship or qualification
- **Certificate IV in Travel and Tourism** available as a traineeship or qualification
- **Diploma of Travel and Tourism Management** available as a qualification
- **Advanced Diploma of Travel and Tourism Management** available as a qualification

**Apprenticeships and traineeships:** Find out how to get an [apprenticeship or traineeship](#).

**Course fees:** You may be eligible for government subsidised training under Smart and Skilled. Go to the [Course Finder](#) to find training in your area, estimate your fee and find a training provider.

Job prospects and pay

- There are around 8,136 tourism and travel advisers working in NSW.
- Over the next four years, employment in this occupation is expected to grow in NSW.

**Average weekly full time earnings (before tax):**

- Tourism and travel advisor: $992
- All occupations: $1,200

Related jobs

- Gallery, Museum and Tour Guide
- Travel Attendant

To find out more regarding these related jobs, visit the [Job Guides Homepage](#).

Information sources

- Occupations: Australian Bureau of Statistics, Australian and New Zealand Standard Classification of Occupations, 1220.0
- Skills shortages: Department of Employment, Skill Shortage List NSW 2015-16
- Job prospects: Centre of Policy Studies (CoPS), Victoria University, Employment Forecast Data for NSW 2015/16 to 2022/23