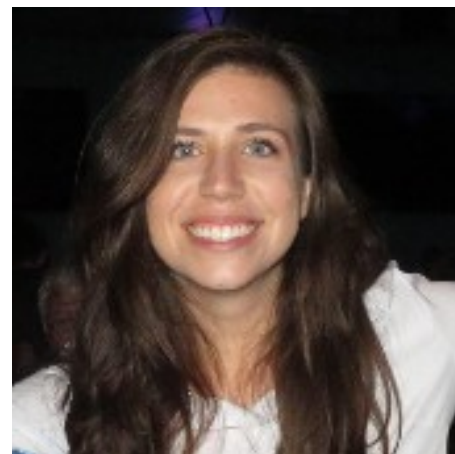


JADE ANDERSON

SUMMARY

Experienced Tour Director with a comprehensive background in creating engaging and memorable tourism experiences. Adept at logistical planning and fostering strong client relationships to boost satisfaction levels. Known for versatility in roles, a commitment to safety and cultural sensitivity in all tour activities, and genuine care and passion for the guest experience.



EXPERIENCE

Tour Director -, 05/2023 - Current

Premier Alaska Tours - Anchorage, Alaska

- Coordinated travel arrangements for diverse tour groups, ranging from adult, to multigenerational groups, to high-end groups.
- Oversaw flights, hotels, meals, transportation, and activities to ensure quality control.
- Displayed exceptional teamwork with a variety of drivers, as well as internal tour guides, communicating and working together to create an optimal guest experience.
- Upheld professionalism in all customer and vendor interactions.
- Happily provided positive and knowledgeable responses to guest questions and desires.
- Consistently earned excellent scores on guest feedback Comment Cards

Charter Boat Host -, 09/2021 - 04/2025

Sail Moonraker - Vero Beach, FL

- First mate on a luxury catamaran, offering private charters to guests around the Indian River Lagoon.
- Prepare boat for guests arrival. This includes taking down sail covers, washing the catamaran from top to bottom, restocking guest items, and overall ensuring the boat is ready to go for charter.
- Cheerily take care of all guest needs during charter, including preparing drinks, food, offering information about the lagoon, taking pictures, etc.
- Working closely with the captain to improve commonly offered charters, and create new ones, giving guests more options and offering a one-of-a-kind experience.

Substitute Teacher -, 12/2023 - 04/2024

Indian River School District - Vero Beach, FL

- Provided instruction and guidance to students in the absence of a regular teacher.

CONTACT

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Phone: 7049415400

Email: hjanderson405@gmail.com

WWW: [Bold Profile](#)

SKILLS

- Strong leadership
- Exceptional communication
- Client relations
- Entertainment coordination
- Accounting and finance
- Group management
- Effective problem solving

- Supported special needs students by providing individual instruction as needed.
- Created an environment conducive to learning while managing challenging behaviors.

Color Guard Instructor - , 08/2018 - 03/2023

Vero Beach High School - Vero Beach, Florida

- Designed engaging routines for color guard performances.
- Instructed students on flag, rifle, and saber techniques.
- Coordinated rehearsals to enhance team performance and collaboration.
- Developed training materials to support skill progression and mastery.
- Mentored students in teamwork and discipline during practices.

Host Guide on Wilderness Express-, 05/2022 - 09/2022

Premier Alaska Tours - Anchorage, AK

- Provide entertaining and informative commentary on board a private, two-story, domed luxury train car.
 - Enthusiastically answered questions about the train itself, as well as the scenery around us, with guests throughout the 12-hour train ride.
 - Coordinate with onboard crew, including servers, bartenders, chefs, and managers, to ensure a smooth dining and riding experience for guests.
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EDUCATION AND TRAINING

Associate of Arts, Humanities, 05/2022

Indian River State College - Ft. Pierce, FL

REFERENCES

References available upon request.