**Gulfjobseeker.com CV No:** **1318836**

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***MBA***

*Date of Birth : 22 Dec 1985
Marital Status : Married
 Nationality : INDIAN*

 ***Profile***

 *A qualified professional with a wealth of experience and knowledge in Business Administration and Aviation security.Having experience in different sectors from Airport, IT, Retail as well as NATIONAL CADET CORPS - AIRFORCE has given me valuable experience in Security, Retail Management, and corporate training. With a good friendly outlook, I am able to relate to public well and build up a good rapport, dealing with and recognizing situations, and take appropriate decisions. Am also confident, highly motivated and as a successful professional, I am well presented and take pride in my work. I work well on my own and enjoy being part of a good team who are able to work well together.
 Also ensuring a high quality of service is consistently maintained with optimum efficiency. Currently looking for an appropriate opportunity with a reputable employer who rewards hard work and appreciates ability and loyalty.*

*Work Experience*

1. *Currently working with* ***Woodland as Store Manager (From Oct 2012)***

***Duties held***

* *Managing and motivating a team to increase sales and ensure efficiency.*
* *Dealing with staffing issues such as interviewing potential staff, conducting appraisals and performance reviews, as well as providing or organizing training and development.*
* *Ensures availability of merchandise, maintaining inventories and making key decisions about stock control.*
* *Attending and chairing meetings.*
* *Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.*
* *Organising special promotions, displays and events.*
* *Dealing with sales, when required.*

 ***B ) Kingfisher Airlines - Ground Staff, Ahmedabad (Jan 2007 to Dec. 2009)***

* *Overall Flight Operations and management & Aviation Security*
* *Taking care of Airport entry passes..*
* *Taking care of Guest services.*
* *Security and Safety of Aircraft.*
* *Security of Cargo & Baggage handling*
* *Vigilance and profiling of passenger.*

 ***C ) ELSNER Technologies Pvt Ltd, Ahmedabad - Corporate Trainer/ Relationship Manager***

***(Dec 2011 - Sep 2012)***

 ***Corporate & Management Trainer*** *-* ***Orientation & Staff Training***

***Responsibilities***

* + *Conducted group company seminars regarding focusing on personality development and camaraderie among peers.*
	+ *Facilitated trainings on Presentation Skills improvement, product knowledge,*

 *proper behavior and business etiquette.*

* + *Catered lessons on communication and Public Speaking Skills improvements.*
	+ *Training in establishing good team rapport.*
	+ *Facilitated lectures on time management.*
	+ *Conducted trainings and lectures on stress and anger management.*
	+ *Groomed the staffs and enhanced their physical appearances to emanate confidence and business professionalism; prepared them for professional interviews and other meetings.*
* *SEO (Search Engine Optimization) Service: Blurbpoint Media.*
* *Giving presentations to clients.*
* *Handling SEO team & there clients queries.*
* *Managing link between technical support & Clients.*

 ***D) Airtel Bharti House SVPI, - Customer Service Executive (April to Dec 2006)***

* *Customer Care*
* *Sales operations*
* *Network Setting*
* *MIS Report*

 ***E) Worked with Different Call centers During college days.( 1 year & 9 months experience)***

* *Mortgage/Debt collection*
* *Customer care for Idea*
* *KPO services etc*

*.Education*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Course*** | ***Institution*** | ***Board/University*** | ***Year of Passing*** |
| ***MBA*** | *Indian Institute of Finance & Management* | *Gujarat University* | *2011* |
| ***B.COM*** | *Ahmedabad Arts & Commerce College* | *Gujarat University* | *2006* |
| ***HSE*** | *Airport School* | *Gujarat Secondary Education Board* | *2003* |
| ***SSLC*** | *Kendriya Vidyalaya* | *Central Board of Secondary Examination* | *2001* |

*Other Certifications*

* *Certified the* ***Basic AVSEC*** *(AViation SECurity) from* ***Bureau of Civil Aviation Security, New Delhi*** *in Airlines.*
* *Certified “Screener” from* ***Bureau of Civil Aviation Security (BCAS)*** *in Airlines.*
* *Done 2 months internship from* ***Way2wealth*** *as business developer*
* *Passed* ***NCC Certificate B & C*** *under* ***Ministry of Defense, Government of India.***

 *Trainings and Workshops Attended*

* *NLP- Neuro-linguistic programming,*
* *Corporate Training,*
* *Personality Development,*
* *Achieving Self excellence,*
* *Employees Motivational Training,*
* *Mind Power*
* *Stress and Anger Management*
* *Time Management*
* *Memory Power*
* *Vipassana Meditation - self-transformation through self-observation (10 days course)*

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 *Experience & Achievements*

* *Represented Gujarat in National Level and Participated in* ***“SWASTIK” Vehicle Expedition*** *to Sikkim by* ***NCC CADETS*** *of* ***NCC DTE*** *Gujarat.*
* *Participated in* ***National Integration Camp*** *of* ***National Cadet Corps.***
* *Received credentials in sports in College level.*

 *Key Skills*

* *Motivational, public speaking and training skills*
* *Good communication and inter personal skills, Problem solving, Planning and organizing, Team building, Financial Management, proven team management and organizational abilities.*

*Technical Skills*

* *MS Office*
* *Photoshop*

 *Operating System – Windows 8*

 *Language Proficiency*

*English* :  *Fluent*

*Hindi* : *Native*

 *Gujarati* :  *Native*

*Malayalam* : *Native*

 *Declaration*

*I do hereby declare that all the information given above is true to the best of my knowledge and belief.*