CURRICULUM VITAE

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| **A. FATHIMA BEEVI**  Department of Catering & Hotel management in Hindusthan College of arts and science. Personal Data Date of Birth : 10th Aug 1989  Sex : Female  Nationality : Indian  Languages : English, Tamil,  Malayalam and  Arabic. | Career Objective  A highly-motivated, productive and customer-focused team player with strong communication, interpersonal, organizational, time management, analytical and problem solving skills. where, I could shoulder the job responsibilities in the professional environment and attain self growth as well.  Major Strength   * Extrovert, diplomatic and hard working * Achieve goals in critical environment and good decision making * Capability to analyze problems deeply and think of effective solutions * Fierce determination and perseverance in achieving set goals.   Educational Qualification   |  |  |  | | --- | --- | --- | | **Course** | **Name of the School/College** | **Name of the Board/University** | | 10 & +2  B.Sc Catering & Hotel Management  BTEC HNC  (Edexcel UK) | Bharath Matriculation Higher Secondary School, Gudalur  Hindusthan college of arts and science, Coimbatore  Frankfinn institute of air hostess training, Coimbatore | State Board,  Tamilnadu.  Bharathiar  University  Diploma course |   Hands on Computer :   * Knowledge on Ms-Word , MS-Excel , Power point and Internet * DOA ( Diploma in Office Application) in Computer Application   Certifications :   * FRANKFINN INSTITUTE OF AIRHOSTESS TRAINING : * Successfully completed one Year course in Aviation, Hospitality and Travel Management * Galileo CRS basic and Advanced Course * In-flight training in Jet Airways charter flight number 9w8035 and has been familiarised with in-flight cabin crew operations, airport ground handling services including check-in, security procedure and arrival services * English Edge programme with the certification of BBC      * Participated in the "Udaan-2008 Customer Interaction Project" covering areas of Real Life Customer Interaction & Service, Leadership Training and Team Work * HINDUSTHAN COLLEGE OF ARTS & SCIENCE: * Certified with Degree course in B.Sc Catering Science & Hotel Management First class with Distinction   Industrial Exposure Training :   * Industrial exposure training in **TAJ MALABAR** (Five Star Property) at Kochi, “Taj Group Of Hotels” for a period of four months * In-flight training in **JET AIRWAYS** (Chennai to Hyderabad) by **Frankfinn Institute of Airhostess Training**   Achievements :   * Secured University **3rd Rank**  in Bharathiar university * 1st Place in Paper Presentation on “ HR ” * Had participated state level seminar in “A Day with a chef ”   Area of interest :   * Front Office (Customer oriented)   Other Skills :   * Good communication skill * Pleasant Telephonic Ethics * Tri-lingual person   Linguistic Skill :   |  |  |  |  | | --- | --- | --- | --- | | **Language** | **Reading** | **Writing** | **Speaking** | | Tamil |  |  |  | | English |  |  |  | | Malayalam |  |  |  | | Arabic |  |  |  |   **Job Seeker First Name / CV No: 1822932**  [Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)  New_logo.gif |