***Curriculum Vitae***



**Career Objective:**

A detail-oriented, outgoing professional with exceptional communication and time management skills seeking Event Coordination or Travel Consulting / Travel Agent position.

**Personal Attributes:**

Good at listening, and understanding of the client’s needs. Able to relate to people from a wide range of cultures.

Enthusiastic, friendly, patient and helpful. Professional, responsible and resourceful.

Excellent at time management and planning. Good knowledge of world geography.

Proficient in window based computer applications. Sound knowledge of CRS and GDS system.

Well experience of Abacus & Amadeus

**EXPERIENCE:**

**Organization** - Satguru Travels

**Duration**- Oct 2015 to March 2016

**Designation-** Ticketing and reservation Consultant

**Job Role and Responsibilities**-

Handling international airfare queries from sales staff and corporate clients. Maintain professional image by responding all inquiries in stipulated time.

Working on different routings and airlines as per the requirements.

Creating reservations on GDS, handling issuance, reissuance, cancellation and refunds. Checking queues on regular basis and informing passenger in case of any changes.

Collection, follow up for payment and invoicing. Maintaining reports of all tickets issued.

**Duration :** **March 2016 to July 2016**

**Designation :** **Travel Consultant**

**Job Role and Responsibilities** :

Handling international & Domestic ticketing from Corporate, B2B & Customers. Creating tough itineraries and issuance of the same.

Issuance, Re-isssuance & Cancellation on GDS such as Galileo, Sabre & Amadeus Checking queues on regular basis and informing passenger in case of any changes. Creating Daily Sales Report and forwarding to the line manager.

**Language Skills:**

English Hindi

Gujarati

**Academic Qualification:**

Bachelor of Commerce (B.COM) in 2011-14 from **Sardar Patel University** Vallabh Vidhyanagar, Gujarat, India.

**Professional Course:**

IATA (Foundation Level)(Montreal, Canada) December 2014

**Sai Seven Sea’s Institute of Travel & Tourism,**

Vallabh Vidhyanagar, Gujarat, India.

**Personal Profile:**

*Date of Birth:* *19th April, 1994*

*Gender:* *Male*

*Nationality:* *Indian*

*Marital Status:* *Single*

*Religion:* *Dawoodi Bohra, Muslim*

*Hobbies:* *Travelling, Playing Cricket*

**Ibrahim Mohammadi Pitolwala**

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| **Ibrahim Mohammadi Pitolwala – 1850838**  To interview this candidate, please send your company name, vacancy, and salary offered details along with this or other CV Reference Numbers that you may have short listed from <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>  addressing to HR Consultant on email: [cvcontacts@gulfjobseekers.com](mailto:cvcontacts@gulfjobseekers.com)  We will contact the candidate first to ensure their availability for your job  and send you the quotation for our HR Consulting Fees. |