CURRICULUM VITAE

|  |  |
| --- | --- |
| **Anoop**  [**Anoop.324482@2freemail.com**](Anoop.324482@2freemail.com)  **Mobile: Whatsapp +971504753686 / +919979971283** | 001 |

**CAREER OBJECTIVE**

Seeking a suitable position that will utilize my diverse experience to positively impact company profitability

**EDUCATION QUALIFICATION**

#### Successfully completed HSC in Madura Collage Higher Secondary School.

* Successfully completed BTEC In HNC in Frankfinn Institute of Air Hostess Training (Galileo) ,
* Successfully completed Bsc, THM (Tourism & Hospitality Mangement) in Madurai Kamarajar University.

**WORK EXPERIANCE**

* Position - Sales Executive

Period - 15th of February 2017 to 31st March 2018

Employer - Gulfax Group

Place - Dubai U.A.E

* Position - Sales Executive

Period - 3st of August 2015 to 05th of January 2016

Employer - Dubai Grand Hotel

Place - Al Qusais, Dubai.

* Position - Sales Executive

Period - 3st of July 2013 to 5th of July 2015

Employer - Ivory Grand Hotel

Place - Al Barsha, Dubai.

* Position - Front Office Supervisor

Period - 1st of July 2012 to 30th of May 2013

Employer - The Paul Bangalore

Place - Bangalore, India.

* Position - Receptionist

Period -03rd of June 2011 to 14th of May 2012

Employer - Fortune Grand Hotel

Place - Deira, Dubai

* Position - Receptionist

Period - 7th of Feb 2010 to 30th of April 2011

Employer - Medhufushi Island Resort

Place - Meemu Atoll, Rep of Maldives.

* Position - Front Office Associate

Period - 1st of July 2009 to 31st of Dec 2009

Employer - Sterling Resorts

Place - Kodaikanal, India

**WORK RESPONSIBILITY**

* Identifying and establishing contact with potential customers proactively.
* Maintaining contact with new and existing customers to advertise the product sales and deliver a detailed account strategy.
* Responding to sales inquiries from new and existing customers.
* Delivering presentations of the company products at conferences, customer sites and exhibitions.
* Meeting annual sales goals and targets.
* Attending user group meetings and trade exhibitions.
* Maintaining the company’s contact database management with up-to-date contact, accurate and activity details.
* Producing monthly sales reports
* Testing very new product releases to support product development team.
* Providing feedback of potential customers and members to enhance product functioning and the service delivery.
* Ensuring effective internal communication within the Sales, Marketing team and Customer Support and across the company.
* Assisting to identify the opportunities for upcoming products, and for development and enhancement of existing products.
* Negotiating the agreement terms and closing down sales.
* Monitoring and reporting the potential collaborators and competitor activities and identifying business threats and opportunities.

**UAE Driving License**

Place off Issue : Dubai

Permitted vehicles : Light Vehicle (Automatic)

Expiry date : 20-05-2024

**SOFTWARE PROFICIENCY**

* Accounting : Talley 9.0
* Office System : Windows 2007, MS Office
* Operating System : Opera PMS 4.0, Win HMS, IDS NEXT , WISH .NET
* Galileo

**LANGUAGE KNOWN**

* English,
* Hindi,
* Tamil,
* Malayalam,
* Arabic (Working Knowledge)

**ACHIEVEMENTS**

* Awarded as an Employee of the Month 2nd runner up for the month of May 2010 at Medhufushi Island Resort,
* Awarded as an Employee of the Month 1st runner up for the month of month of March 2011 at Medhufushi Island Resort.

**STRENGTH**

* My loyalty and sincerity will be the key for than hard working.
* I believe in smart working rather than hardworking.

**PERSONAL PROFILE**

## Name : Anoop

Marital Status : Married

Sex : Male

## Nationality : Indian

## Date of Birth : 28-10-1991

**DECLERATION**

I assure that the information furnished above are true, complete & correct to the best of my knowledge

**Place:** **Yours faithfully**

**Date: (Anoop)**