Kiran.K.B – CV No. 1994424



**OBJECTIVE**

To obtain a job, where I will get a chance to use my talents, creativity and ability to the maximum and contribute to growth of organization as well as myself.

**PROFFESSIONAL EXPERIENCE**

**Senior Business Development Executive**

**Dubai,UAE**

**Core Responsibilities:**

* Responsible for handling major B2B clients with high priority.
* Identifies and maintains files on key travel trade account of which are domestic or international associations and or corporations
* Visit potential clients for new business.
* Maintains relationships with clients by providing support, information, and guidance & recommending profit and service improvements.
* Identify new markets and business opportunities
* Attends major corporate meetings where 2 to 4 appointments are held with tour brokers and/or incentive buyers.
* Develops sales plan for major geographical markets.
* Plans, manages and executes a pro-active sales effort & negotiating contracts and packages
* Prepares reports by collecting, analyzing, and summarizing information.
* To be part of major travel seminars and fairs to ensure that i am updated with all the latest travel trends [ Participated in ATM, 2016]

**Senior Travel Consultant**

**TMTD Tourism - Dubai,UAE**

**Core Responsibilities:**

* Work within current business strategies and recognizing potential opportunities.
* Taking part in familiarization visits to new destinations in order to gain information on issues and amenities of interest to consumers
* Dealing with client enquiries and aiming to meet their expectations
* Working in coordination with prospects to analyze their needs and suggest them the right package, which includes mode of transport, travel dates, stay location with respect to the budget

* Cultivate existing overseas agents through e-mail, telephone, and occasional face to face meeting to ensure their satisfaction.
* Proposing strategies for the business development of the company.
* Analyzing Dubai local travel market trends and competitor activity to identify business lead
* Developing new accounts and travel to the local market cities to drive business into the company and to increase market share in all revenue streams
* To be part of major travel seminars and fairs to ensure that i am updated with all the latest travel trends [ Participated in ATM, 2015]

**ACADEMIC CHRONICLE**

* Integrated MBA from Bharathiar University (Pursuing)
* Course completed in B.E. computer science in 2011
* Pre-University education completed in 2007
* Secondary education completed in 2005

**KNOWLEDGE, SKILLS & ABILITIES**

* Knowledge of computerized databases.
* Knowledge of all travel destination in UAE and Outbounds.
* Ability to plan and host domestic and international sales calls and social and business functions.
* Knowledge of the hotel industry policies, procedures, and strategies.
* Knowledge of convention sales and marketing procedures, methods, and techniques.
* Knowledge of city hotels, meeting facilities, and other event venues.
* Knowledge of laws and guidelines applicable to the convention and/or leisure sales industry.
* Knowledge of effective telemarketing techniques and procedures.
* Ability to travel to various locations to make presentations and sales calls.
* Ability to develop tour itineraries, programs, venues, functions, entertainment, travel arrangements.
* Ability to communicate clearly and effectively both verbally and in writing.
* Ability to conduct effective presentations before large and small groups.
* Ability to establish and maintain effective working relationships with employees, co-workers, management and the public.
* Strong working knowledge of how to utilize industry partners in representing, e.g., hotels, destination management

companies, and exhibit companies.

* Strong leadership ability in guest/customer hospitality.
* Exemplifies customer service.

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| **SKILL SETS** |  |  |
| **Software** |  |  |
| Operating System | : | Windows XP/7/8 |
| Office Application | : | MS officeWord, MS Office Excel, MS Office Outlook, |
|  |  | MS Powerpoint. |
| Documentation Software: | | EDMS |
| Designing Software | : | Adobe Photoshop & Illustrator |

**PERSONAL SKILLS**:

* Comprehensive problem solving abilities
* Excellent verbal and written communication skills
* Ability to deal with people diplomatically
* Willingness to learn team facilitator hard worker
* Extremely motivated and detail oriented

**AREAS OF INTEREST**

* Travel Operations
* Business Development

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| **PERSONAL DETAILS** | |  |  |
| Father’s Name | : Karthikeyan | | |
| Date of Birth | : |  | 9th June 1989 |
| Gender | : |  | Male |
| Marital Status | : |  | Single |
| Nationality | : |  | Indian |
| Language Proficiency | : English, Hindi, Malayalam, Tamil. | | |
| Personal Qualities | : | Self-Motivated, Innovative, Optimistic, Organized & | |
|  |  |  | Adaptable |
| Permanent Address | : | Randalummoottil, Puthuppally P O | |
|  |  |  | Kayamkulam, Alappuzha |
|  |  |  | Kerala-690527, India |
| **Passport Details** |  |  |  |
|  |  | |  |
| Date Of Issue | : 19-12-2013 | | |
| Date Of Expiry | : 18-12-2023 | | |
| **Visa Status** |  | : | Visit Visa |

**DECLARATION**

I hereby declare that by information furnished above are true and also assure you that I will do my duties to best of my abilities.

Place: Dubai Yours Sincerely,

(**Kiran.K.B**)

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| Kiran.K.B – CV No. 1994424  To arrange interview with me, please send your company name, vacancy and salary details to my HR Consultant [cvcontacts@gulfjobseekers.com](mailto:cvcontacts@gulfjobseekers.com) Whatsapp +971504753686  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |