FEROZ

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**“Seeking assignments with a reputed organisation, where I can effectively apply my knowledge and experience towards the goals of the organization.”**

**SUMMARY**

* A result oriented professional with over **6 Months** of experience in **Flight dispatcher-Assistant.**
* A result oriented professional with over **1 years** of experience in **Operational Head-Assistant.**
* Experienced in **Maintenance, Training and Operations and Public relation Activities.**

**PREVIOUS EXPERIENCE**

**July 2016–Dec 2016 FlyTech Aviation Academy(www.flytechaviation.aero)** as **Flight Dispatcher-Assistant(RTR)**

Flytech Aviation Academy started its operations in 1995. Academy is proud that it was chosen by Lufthansa Germany to associate with it (as Lufthansa Technique India or LTI) in the year 2008.

**Duties and Responsibilities:-**

• Handle pre-flight administration work such as flight scheduling and passenger ground transportation management.

• Maintain and update aircraft schedule and ensure that aircrafts meet both airport and airspace regulations.

• Maintain a constant watch on all dispatched flights and handle altitude selection and fuel load requirements.

• Act as a go-between pilot and ground service personnel and keep them informed of flight status.

• Maintain expertise of navigation facilities over airline routes and characteristics of all aircrafts.

• Monitor aeronautical navigation charts and radio calls to evaluate progress of each aircraft.

• Assist pilots in the command of aircraft to ensure its safety during distressing situations.

**Fly Air Aviation Academy(www.flyairaviationacademy.in)** as **Flight Dispatcher-Trainee**

Fly Air Aviation Academy (A Unit of New Fly Air Charter Services Pvt. Ltd.) are Internationally Accredited and Globally Recognized by IAO (International Accreditation Organization). Fly Air Aviation Academy is a Premier Flight Dispatcher Training Company and also Provides Various Aviation Training with the Experienced Trainers from the Industry.

**Duties and Responsibilities:-**

• Determine safest and shortest routes for each flight and liaise with pilots to ensure which routes to fly on.

• Decipher weather conditions such as hails, storms and winds and map out alternative routes.

• Keep in constant contact with pilots to ensure aircraft’s adherence to charted out flight routes.

• Delay or cancel flights in case of unsafe conditions such as storms or fog.

• Maintain and update aircraft schedule and ensure that aircrafts meet both airport and airspace regulations

• Maintain a constant watch on all dispatched flights and handle altitude selection and fuel load.

**Aug 2015–July 2016 Parveen Travels Chennai (www.parveentravels.com)**as **Operational Head Assistant**

Parveen was launched in the year 1980.The company started its journey as a travel operator and has slowly embarked its presence in logistics, Manpower Consultancy, Fuel, Restaurants, Automobiles, Tourism, Driving academy and Automobile spare parts.

**Duties and Responsibilities:-**

* Coordinating with RTO Related documents like permit, Road taxes, Labour contract, Medical for employees.
* Responsible for hiring drivers.
* Responsible for business development and fare changing.
* Preparation of Monthly Operations reports.
* Recruitment and selection of candidates for all levels of management which includes both technical and non-technical staff.
* Handling end to end operational duties and responsibilities.
* Assist in performing reference and background checks for potential employees.
* Ensure that all corporate training initiatives are effectively driven and promoted and will add value to the business.
* Identifying the target customers through leads generation methods like direct marketing, Advertisement and asking complaint.
* Managing a team of members in marketing of events.
* Conducting Competitor Analysis and market study.
* Conducting various promotional activities like exhibitions, Distributions, Events etc.
* Attendance Management of all the employees.
* Collecting service feedback from customers.
* Monitoring all in GPRS equipment every time.

 **ACADEMIC CREDENTIALS**

* 2015 - **B.E (Aeronautical)** from SATHYABAMA University affiliated to **SATHYABAMA University.**
* 2016 - **D. in Ground Handling Flight Dispatch and RTR** from Fly Air Aviation Academy.
* 2014 - **NON-DESTRUCTIVE TESTING(NDT level II)** valid till 2019 from Metal Testing Lab affiliated by **ASNT.**
* 2011 - **HSC** from Adithya Vidyashramam Hr. Sec. Schoolaffiliated to **Tamilnadu Board.**
* 2009 **- SSLC** from Amalorpavam Hr. Sec.School affiliated to **Tamilnadu Board.**

**INDUSTRIAL EXPOSURE**

* Undergone 2 days In-Plant training program on **General Aircraft Maintenance** Procedure organized by **Jet wings Technologies**.
* Undergone 15 days training program on **Structural Design of a Transport Aircraft Wings** organized by **Bangalore Aircraft Industries Pvt.Ltd.**
* Undertaken 10days Internship **at SIMULABZ Pvt.Ltd** title about **An Aircraft Design Simulation**.
* Undergone training at Institute of **Non-Destructive Testing (NDT**) for Ultrasonic Testing, Visual Testing.

**PERSONAL COMPETENCIES**

* Excellent communication and Presentation Skills.
* Good team player with analytical and problem solving abilities
* Highly organized and good computer skills
* Leadership quality and good interpersonal Skills

**AREA OF INTEREST**

* Aircraft Design and Aerodynamics
* Operation Handling
* Flow Analysis and Simulation
* Composite Manufacture
* Engine Design and NDT
* Thermal Analysis of Engine Components.

**TECHNICAL SKILLS**

* Airline Resource Management System (ARMS),
* CATIA, NASTRAN,PATRAN,Sabre.
* Well versed with all Microsoft Operating Systems.
* Expert in Microsoft Office applications – Microsoft Word, Microsoft Excel and Microsoft PowerPoint.
* Internet & E-Mail operations.
* Software Languages known: C, C++.