**TRUPTI**

**Email:** [trupti.369522@2freemail.com](mailto:trupti.369522@2freemail.com)

**CAREER OBJECTIVE**

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me to achieve personal as well as organizational goals.

**TECHNICAL SKILLS**

* Proficient on PRATHAMA software – a Karnataka government software for all data related to Karnataka tourism
* Proficient in MS Suite
* DPR writing
* Proficient in making of site inspection reports and tourist statistical data reports
* Handling FIT, MICE and group tour packages
* Tour costing

**LANGUAGES KNOWN**

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| English | Speak, Read & Write |
| Marathi | Speak, Read & Write |
| Hindi | Speak, Read & Write |
| Kannada | Speak, Read & Write |
| Telugu | Speak |

**WORK EXPERIENCE:**

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| **Job title** | **Duties & Responsibilities** |
| ***Customer Care Executive*** *in Avion Holidays Hyderabad from Aug 25. 2011 to Sep 25, 2012* | This was my part time job during during my post graduation studies. During this period I assisted in sales of outbound tour package and hotel reservations. Attended walk-in clients and suggested them best tour packages. Also assisted in making of travel flyers marketing and other promotional activities |
| ***Jr. Exe- Operations*** *in Travel Air Representations Hyderabad from Nov 12, 2012 to Oct 14, 2013* | Making of tailor made outbound tour packages in B2B department.  Prepared and booked specialized tour packages for Dubai, Singapore, Malaysia, Thailand, Vietnam, Bali Philippines and Srilanka tour packages. Liaising with the local travel agents, DMCs and service providers. |
| ***Sr. Exe. Operations*** *in Earthwalk Bangalore from Oct 18, 2013 to Feb 01, 2014* | B2C sales and operations, making tour itinerary specially for Dubai, Singapore, Malaysia, Thailand, Bali and Srilanka Packages  Making of tailor made tour packages for outbound process simultaneously doing the reservations of the same. |
| ***District Tourism Consultant*** *as a outsource employee for Dept. of Tourism GoK from Sep 01 2015 to present* | Collection of tourist data and sending tourist statistical report to the DoT.  Monitored ongoing developmental project works of Tourism department in the district also assisting in office works like updating official files, etc  Visited various tourism places of the district, identified the tourism potentiality of the places and making DPR of the place.  Working on district tourism development activities and also on different schemes of DoT like SCP, TSP & OBC schemes.  Liaising and co-ordination with other Government department in district level and also communication to work implementing agencies like Nirmiti Kendra, PWD dept, KRIDL etc. |

**EDUCATION:**

**Bachelor of Tourism Administration** (BTA) from Gulbarga University, Gulbarga, Karnataka State India.

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**International Masters in Business Administration** (IMBA) in travel and tourism from Kuoni Academy, Hyderabad, Telangana State India.

**ACADEMIC PROJECTS:**

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| **SEMESTERS** | **PROJECT TOPICS** |
| *Semester I* | Tourism Potentiality at Kudalsangama |
| *Semester II* | Bidar – As a Tourist Destination |
| *Semester III* | Eco Tourism & Heritage Protection (A case study on Chamundi Hills-Mysore) |
| *Semester IV* | Historic Monuments & Heritage Protection (A case study on Shirval group of monuments) |
| *Semester V* | Splendors of India (A case study on Tamil Nadu Tourism) |
| *Semester VI* | Internship Training Project Report– Operational Structure of Pranam Travels Pvt. Ltd. Bangalore. |

**OTHER ACTIVITIES:**

* Scout for 2 years during Primary education at Nutan Vidyalaya Kanya Shala Gulbarga
* Assisted in South Africa Tourism Training, Module – III Session in Kuoni Academy, Hyderabad
* Attended Student Volunteer Programme for Conference on Biodiversity Conservation from September 8-28, 2012, organized by IITTM, Delhi
* Attended Various Destination Tourism Training Programmes such as South Africa, Philippines, Switzerland, and Malaysia as a part of work tenure