

**VIVEK**

**Date of Birth**: 17th Dec 1993

[Vivek-392349@2freemail.com](mailto:Vivek-392349@2freemail.com)

# OBJECTIVE

Seeking a challenging career in an esteemed organization that encourages continuous learning and utilization of creative talent that will help me grow as a professional and will also allow me to serve the organization to my best ability.

# EDUCATION

* Degree in Hospitality Management (BBA HM), HIMALAYAN INSITITUTE OF TECHNOLOGY,

DEHRADUN-2014 (INDIA)

* Senior Secondary School Examination, CBSE BOARD, SGRR PUBLIC SCHOOL-2011
* Secondary School Examination, CBSE BOARD, SGRR PUBLIC SCHOOL-2009

# PROFILE

Guest service assistant with 3+ years of experience in hospitality sector. Recognize for ability to communicate with guests and provide exceptional service. Learned to handle many sensitive situations at the time of meeting with the guests and also learned to convert the guest demands into value available products. Proven ability to increase sales through upselling techniques.

# WORK EXPERIENCES

**Company:** Transguard(Global village)

**Designation:** security

**Duration:** 21st OCT 2018 to PRESENT

**Privious Experience :-**

**Company:** Hotel Ananda -In The Himalayas

**Designation:** Team leader

**duration:**15 NOV 2017 -15 JULY 2018

**Company:** Hotel ANDAZ DEHLI (Hayatt)

**Designation:** GUEST SERVICE ASSINTANT

**Duration:** 26 SEP 2016 – 16 Oc 2017

**Company**: THE OBEROI, GURGAON

**Designation:**GUEST SERVICE ASSISTANT

**Duration**: 15 NOV2014- 23 SEP 2016

# INTERNSHIP

**Company:** HOTEL CROWNE PLAZA NEW DELHI

**Designation:** Winter industrial trainee

**Duration:** 22 weeks

# STRENGTHS

* Highly motivated &self-driven
* Readiness to face new challenges
* Willingness to learn
* Good interpersonal skills
* Decision making abilities & strong believer in hard work

# KEY SKILLS

* *Opera, Triton, ms- word*
* *Problem solving*
* *Team leadership*
* *English and Hindi (language )*

# ACHIEVEMENTS

* Employee of the month(Global Village)
* Achieved consistently above target in all appraisers in the Andaz( Hyatt) Delhi.
* Achieved champions of champion award in 2015 in Oberoi Gurgaon.