**CURRICULUM VITAE**

**CAREER OBJECTIVE:**

To accept a challenging career with a progressive and dynamic company in which I can enhance and develop my creative skills. I have the ability to be committed to my job, meeting deadlines and achieving results.

To be a part of a company this offers growth, responsibility & challenging environment.

**KEY QUALIFICATIONS:**

* Ability to work under pressure in a fast-paced environment.
* Highly adaptable, willing to be trained and apply my learning back to the work place.
* Flexibility in terms of working hours and willingness to extend work hours as required.

**QUALIFICATIONS:**

* **SCHOOL LEAVING CERTIFICATE(SLC)**

 PEACE ZONE RESIDENTIAL SECONDARY SCHOOL, ITAHARI

 Year: 2003

 Division: First (68%)

* **HIGHER SECONDARY LEVEL(+2)**

RAI SCHOOL, GYANESHWOR, KATHMANDU

 Faculty-Science

 Year-2009

 Division: First(60%)

* **DIPLOMA IN IATA-LEVEL 1 , MONTREAL, CANADA**

ZENITH TRAINING INSTITUTE, HATTISAR, KATHMANDU

Year-2012

Division-Passed

* **DIPLOMA IN IATA-LEVEL 2 , MONTREAL, CANADA**

ZENITH TRAINING INSTITUTE, HATTISAR, KATHMAND

 Year-2014

 Division-Passed

**TRAINING:**

* **AMADEUS AUTOMATED TICKETING TRAINING**

Amadeus Nepal (Hotel Yak & Yeti), Kathmandu

Year-2014(19 March-30 March)

Division-Distinction

**EXPERIENCE:**

* Worked as Travel consultant in **Ace Travels.com**, Kathmandu, Nepal(02Aug 2012 – 31Jun 2013)
* Instructor & Trainer of Air Fare & GDS in **Zenith IATA Training Institute**, Kathmandu, Nepal

(14 Feb 2013 – 03Aug 2014).

* Worked as Travel consultant in **Yeti Travels Pvt.Ltd**. Kathmandu, Nepal (02 Feb 2014 – 17Sep 2014).
* Worked as Travel consultant in **Fursan Travel, Dammam, KSA** (21Sep 2014 – 04 Apr2017)
* Worked as Travel Supervisor in a Travel and Tourism Agency in**.,** Kathmandu, Nepal. (10 Aug 2017-08 Nov 2019).

**Note:**

* 1. Handled FIT Client while working in ACE Travels, Nepal.
	2. Worked as fare calculation and GDS trainer in Zenith IATA Training Institute.
	3. Handled Reservation of Corporate house (United Nation, Nepal) while working in Yeti Travels, Nepal
	4. Handled Reservation of Corporate House (Al-Aujan Beverage Company, TISCO Company, Saudi Rubber and many more) while working in Fursan Travel, KSA.
	5. Checking Staff’s bookings, Sales, Queues, Issue/Re-issue/Refund the Tickets While working

**SKILLS& KNOWLEDGE**

1. **PRACTICAL SKILLS:** GDS (AMADEUS)
* General Bookings.
* Pricing skills for both online and interline itinerary.
* Rules checking ability for each fare components.
* Ability to create TST manually, update fares, tax and fare calculation.
* Issuing tickets (NORMAL FARES, NET REMIT FARES, IT/BT Fares)
* Skills in Manual/ATC Reissue (both unused & Partially used)
* EMD issue (No-show/Penalty collection)
* Skills in Refunds (Both unused and partially used)
* Checking Booking Reports, Sales Reports, Refund & Void Reports
* Checking Timatic Rules& suggest passengers regarding Passport, transit visa, Destination visa.
* Checking Queues
1. **THEORETICAL KNOWLEDGEIN:**
* IATA world Map
* Journey types: One-way, Round Trip, Circle Trip & Open Jaw
* FARES TYPES: NORMAL & EXCURSION FARES
* Online & Interline Carrier
* Full cost Carrier & Low-cost carrier
* Timatic
* OSI & SSR
* Ancillary services
* Pet Travel

**LANGUAGES:**

* English, Hindi, Nepali

**PERSONAL DETAILS:**

Name : Nava

Status : Married

Gender : Male

Date of birth : 22/11/1987

Nationality : Nepalese

Religion : Hindu

**CONTACT ADDRESS:**

**Email Address**  : nava-396318@2freemail.com

**Mobile Number** : +971504753686 / +919979971283

**Reference** : Mr. Anup P Bhatia, HR Consultant, Gulfjobseeker.com

**YouTube Video CV**

<https://www.youtube.com/channel/UCdsv_v9Czkx2Dc8bW4Bt4wA>

**View My CV on Gulfjobseeker.com CV Database**

<http://www.gulfjobseeker.com/employer/cv_database_highlighted_cv_freetocontact.php>

**Chat with me Live on Zoom**

<https://zoom.us/j/4532401292?pwd=SUlYVEdSeEpGaWN6ZndUaGEzK0FjUT09>