**Curriculum Vitae**

 

**Name:** Praneeth

**E-Mail**: praneeth-395591@2freemail.com

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| **CAREER OBJECTIVE:** |

Looking for suitable opportunity to lead where I can explore my skill sets and bring them to effective use for achieving the organizational objectives by providing the guest with efficient services.

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| **ACADEMIC QUALIFICATIONS:** |

* Successfully completed degree (B.A) from kakatiya university Telangana.
* Successfully completed intermediate from the board education Telangana
* Successfully completed **s.s.c** from the board of secondary Telangana.

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| **AREA OF INTEREST:** |

* Driver.

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| **COMPUTER SKILLS**  |

* Microsoft office –word, excel, access and PowerPoint.
* Good understanding of the property management soft wares ( Eg: Opera, FBM)
* Computer reservation system Amadeus.

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| **PERSONAL SKILLS:** |

* Cross training done in housekeeping administration.
* Cross training done in the concierge(bellman)
* Problem/guest complaint handling
* Team player
* Close attention to detail.
* Navigating property management systems.
* Able to handle any emergency situations that may arise.
* Training up new Room Attendants to a high standard
* Good written and communication skills.
* Quick learner, self-starter and hard worker with high level of integrity.
* Adaptability to new atmosphere.

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| **WORK EXPERIENCE** |

* Currently Working as a housekeepingroom attendant from 11.09.2016 till date
* Worked in **Intercontinental Hotel**, Muscat as a Self-checker from 01.09.2015 to 28.08.2016
* Worked in **Hormuz Grand Hotel**, Muscat as a Room Attendant from 28.08.2014 to 20.08.2015
* Worked as a SALES cum Driver from 02.03.2012 to 01.05.2014 at India Hyderabad

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| PERSONAL PROFILE |

Name : Praneeth

Date of birth : 04.03.1993

Gender : Male

Nationality : Indian

Religion : Hindu

UAE driving license: (Manual)

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| **LANGUAGES KNOWN** |

* Telugu
* English
* Hindi
* Tamil

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| **PERSONAL** |

* Strong sense of responsibility.
* Keep to help out colleagues who are struggling with their duties.

I hereby declare that the above information given above is true to the best of my knowledge and belief.

**Yours faithfully**

**PRANEETH**