**Anoop Singh Rana**

**E-Mailid:anoopsrana@gmail.com, Contact no. +919310115531/+918826973606**

**2323/2A, 1st Floor, Hind Chowk, Shadi Kham Pur, West Patel Nagar, New Delhi- 110008**

**Seeking entry level positions with growth-oriented Travel & Tourism organization in the areas of:**

* **Operations (Domestic, Inbound and Outbound), Product Development, Promotions, Hotel Contracting, Hotel Reservation, Research & Development**

**ACADMEMIA**

**2010-2012 PGDM in Tourism and Leisure from Indian Institute of Tourism & Travel Management-New Delhi at Noida**

**2009 B.Sc. (Pass Course) from Himachal Pradesh University, Shimla**

**2005 XIIth (Science Stream) from Himachal Pradesh School Education Board, Dharamshala**

**2003 Xth from Himachal Pradesh School Education Board, Dharamshala**

**WORKING EXPERINCE**

**Working as a Sr.Travel Consultant with Getz Destinations, New Delhi (15 July, 2013 to present)**

**Highlights-**

* Manage sales of Tours & Hotel Reservation.
* To receive leads through calls and emails ,convert them into sales
* Negotiating rates with Domestic Hoteliers
* Proven track record of convert International and Domestic travel leads into business.
* Regular touch with Outbound and suppliers for new and best rates
* To create new contacts with DMCs located in different tourism prominent countries
* To create innovative tour packages and promote them through websites and social networking sites

**Worked as a Research Associate-Hotels (North India) with HolidayIQ, New Delhi**

**(02 April, 2012 to 10 July, 2013)**

***HolidayIQ is India’s largest online travel website which helps people to plan their holidays.***

**Highlights-**

* Hotel Research
* Listing of Hotels
* Frequent respond to Hotel's emails and their queries
* Maintaining Hotel’s location, latitude and longitude on Holiday IQ website
* Rate correction and inventory updating and managing allocations
* Maintaining a health check of properties by keeping rates, inventory, email
* Interdepartmental Co-ordination with Tech Team and Operations team
* Establishing and strengthening the relationships with hotel and hotel group

**SUMMER INTERNSHIP**

**Worked as a Summer Trainee with Pashchatya Entertainment Pvt. Ltd., New Delhi**

**(Duration 3 months) as a part of PGDM curriculum (Internship).**

**Highlights-**

* Event Coordinator
* Hotel Reservation
* Tour Escorting
* Itinerary Planning

**EXTRA CURRICULAR ACTIVITIES**

* **Volunteered at ICE Cold Chain India Expo 2010 at Hotel Samrat.**
* **Secured 2nd position in Tourism Quiz on foundation day of IITTM**
* **Did 7 days Snow-skiing course in Soalang Naala, Manali (Himachal Pradesh) from ABVIMS- Manali.**
* **Participated in National Tourism Quiz in HPU-Shimla on World Tourism Day.**

**COMPUTER PROFICIENCY**

* **Proficient in MS Office Tools (2003/2007) – Word, Power Point, Outlook, Windows 2000/XP/Vista./7**

**LANGUAGES**

* **English, Hindi, Punjabi**
* **Punctual, Sincere, Quick-learner, Enthusiastic, Flexible, Destination knowledge, Good in Geography**

**STRENGTHS**

**PERSONAL DETAILS**

**Father’s Name : Captain Kashmir Singh Rana (Retd.)**

**Mother’s Name : Smt. Bimla Devi Rana**

**Nationality : Indian**

**Status : Single**

**Permanent Address : Vill.Sihoti, P.O. & Teh.Khundian, Dist.Kangra**

**(Himachal Pradesh) 176030**

**Correspondence Address : 2323/2A, 1st Floor, Hind Chowk, Shadi Kham Pur, West**

**Patel Nagar, New Delhi-110008**

**Date of Birth : 04th August, 1987**

**Hometown : Palampur, Kangra (Himachal Pradesh)**

**Dated: (Anoop Singh Rana)**