***KARAN KAUSHIK***

H.NO. 85-A, POCKET-M

SARITA VIHAR

NEW DELHI-110076

MOBILE: 9953481172 RES.: 011-26953353

E-MAIL ID**:** [kshkkrn3@gmail.com](mailto:kshkkrn3@gmail.com)

Date of Birth**:** 20 APRIL 1991



**OBJECTIVE**

To seek a challenging Opportunitywith an Organization of repute and Develop my Career while adding value to the organization.



**EDUCATIONAL AND PROFESSIONAL CREDENTIALS**

**B.Sc. in HOSPITALITY AND HOTEL ADMINISTRATION 2012 (Result awaited)**

K.C COLLEGE OF HOTEL MANAGEMENT, NAWANSHAHR, PUNJAB AFFILIATED TO NATIONAL COUNCIL OF HOTEL MAMANGEMENT AND CATERING TECHONOLOGY, NOIDA OF MINISTRY OF TOURISM, GOVT. OF INDIA

**SENIOR SECONDARY 2009**

D C ARYA SENIOR SECONDARY SCHOOL (CBSE), LODHI ROAD, NEW DELHI

**SECONDARY 2007**

DELHI PUBLIC SCHOOL (CBSE), MATHURA ROAD, NEW DELHI



**AREAS OF INTEREST**

**Front Office, Guest Relations and reservations**



**WORK EXPERIENCE**

* **Currently working with Marriott International as Reservation Associate in Global Reservations since 18 April 2013.**

**Responsibilities**

* Handling Reservations over Phone Globally for Marriott Hotels
* Handling Marriott Rewards Membership requests
* Handling situations for Exceptional cases, early check-in and late check-out.

**PROFILE and ACHIEVEMENTS**

* Self-motivated and team oriented with capability to Meet High-Pressure deadlines.
* Good Academic record.
* I have achieved 100% Attendance award in the Month of May, June 2013 and also in the Month of January2014.
* Was also a Winner of Sales poly in the month of August2013 and January 2014.
* Have received maximum number of Thank You cards in 2013 till date.
* Has won the Gold Performer award for Maximum number of Reservation and getting Thank you cards as well.
* Achieved 100% score in Internal Shop Call and QTI as well 2 times.
* Have also Worked for ***Dunkin Donuts***(jubilant food works) an American outlet in Delhi for 5 months as an customer relations executive ,responsible for supervising the Floor taking orders assisting customers in the best possible way **and** giving special assistance to guests.

**Industrial Training during graduation**

• **As Trainee during studies at Nirula’s Hotel at Panipat for 4 months.**

**COMPUTER PROFICIENCY**

• Microsoft Word, Microsoft Excel • C++ • HTML



**ACTIVITIES/INTERESTS**

|  |  |
| --- | --- |
| **Activities / Interests** | |
| **Co-Curricular Activities** | * Participation in YGL India Program in 2007 * Participation in Inter School Quiz Contest in 2007 |
| **Interests** | Listening Music |

V

*Karan kaushik*