**ANIL NEHRU**

#### H.NO. 161/A SEC-1,

**GANGYAL GARDEN,**

**JAMMU-TAWI. (J&K)**

**MOB: +919596922882**

**Email:- anil.nehru@spicejet.com**

**CARRER OBJECTIVES**

To work in a challenging and dynamic environment and to keep value adding to the organization while concurrently upgrading my skills and knowledge. I would welcome an opportunity to consolidate and expand this quest for knowledge and in the process develop methods resulting in improved, efficient and effective work process.

**ACADEMIC QUALIFICATION**

Passed Sr. Sec (10th) from **J & K Board of School Education** in year 1999.

Passed Hr. Sec (10+2) from **J & K Board of School Education** in year 2001.

Passed my graduation (10+2+3) in commerce stream from **University of Jammu** in year 2005.

### Working Experience

Joined **Spicejet Airlines Ltd** as **Customer Service Executive** (Airport Services) in year 2007.

Promotedas **Senior** **Customer Service Executive** since year 2011**.**

**• KEY RESPONSIBILITY**

1. Handling daily operations i.e arrival and departure of the aircraft.
2. Coordinating with pilot on the arrival aircraft, passing fuel figures, handling boarding and de-boarding of guests and loading their respective baggage.
3. Getting relevant information from Operations Department and passing the same to A.T.C (Air Traffic Control).
4. Handling daily reservations related queries of guests check-in their luggage at check-in counter and issuing them boarding cards, helping them in identifying their baggage in the security hold area to make them feel best service quality of my organization.
5. Handling of VIP and CIP on the arrival and departure of the flights.

* **Was send to Bhopal for station set up for the organization and opening a new destination for arrival and departure of Boeing and Q400 flights.**
* **Undergone with various training programs during working course are as under:**

1. **Basic Navitaire Training and Airport handling for 15 days.**
2. **Basic Av-sec Training Program for 5 days.**
3. **Dangerous Goods Training for 2 days category 8,9&10.**
4. **Spicejet Magic Smile campaign for 2 days and stood outstanding performer in whole network within India.**
5. **Holding Load &Trim License for Boeing 737-800 /900 ER and Bombardier Q 400.**
6. **Undergone Care and Support training for 1 day at Head Office, Gurgaon, Haryana.**

**ADDITIONAL RESPONSIBLITIES**

To care of I.T related issues, giving best system support for daily operations, repair and maintenance of different equipments (computers, normal printers, boarding pass & baggage tag printers etc.)

**PERSONAL INFORMATION**

DATE OF BIRTH : 30th of April 1985

FATHER’S NAME : Sh. Daleep Kumar Nehru

HEIGHT : 183cms

NATIONALITY : Indian

MARITAL STATUS : Unmarried

LANGUAGES KNOWN : English, Hindi, Kashmiri & Dogri

HOBBIES : Reading, Traveling and Listen to Music.

PASSPORT : Holding a valid Indian Passport.

Date:\_\_\_\_\_\_\_\_\_\_\_

Place:\_\_\_\_\_\_\_\_\_\_\_

**(ANIL NEHRU)**