



NANDISH JHA

Flat No. E/1, Meghalaya Flats,
Nr. Sardar Patel Colony
Naranpura
Ahmedabad – 380013,
Gujarat, India
Phone: +91 9662026825
Email: nandish.jha93@gmail.com

Objective: To succeed in an environment of growth an excellence in the banking industry which provides me job satisfaction and self-development and help me achieve personal as well as organizational goals.

Experience:

Total Work Experience– 07 Years & 03 Month
[Details as given below]

Travel Designer Group (Rezlive.com) – (June'16 - Dec'17) 01 Year & 06 Months	Online Support Executive
---	---------------------------------

Rezlive is an Ahmedabad based B2B company giving various services like Hotel Bookings, Sightseeing and packages to their agents.

Responsibilities:

- Connect with hotel sales to get contracted rates by briefing them our company profile and our working structure.
- Convince them by providing sales data and get good Direct Contracted Rates.
- Do rate parity and compare the given rates with other suppliers/OTA's.
- If rates are competitive then upload the same to our system.
- Also to upload Promotions and Stop Sale provided by the Hotel in the system.
- On every booking share the Hotel Confirmation Number to agent and process the payment to Hotel as per terms.
- Check allocation with hotel on every booking and Replenish it in the system if rooms are available at hotel.
- Reconfirm every booking 02 days prior to the check-in date to avoid any inconvenience to guest.
- Support Operation team offline with best rates and availability.

Flamingo Transworld Pvt. Ltd. – (Jan'18 - Jun'18) 05 Months

**Tour Consultant
(Europe - FIT)**

Flamingo is an Ahmedabad based B2C company giving different Services like customized & Group packages Hotel Bookings, Sightseeing, transfers to their customers.

Responsibilities:

- To handle walk-ins on day to day basis, to make them understand the Europe destination.
- Prepare Quatations for the guest according to their needs.
- To follow up with differnet agents for Private tranfers & tour on private basis.
- To follow up with the guest for their inquiry.
- To block Hotels, Seightseeings & Tranfers for the guest.
- To close the accounts before handing over the kit and inform the accounts team.
- To hand over the kit to the guest and explain them day wise itinerary.
- Follow up with the hotels for the Hotel confirmation numbers of the guest.
- To make sure the guest has a hazzle free tour without any problems during his Holiday.

**Mylastminutetrip.Com. – (Jun'18 –Mar'20) 01
Year & 09 Months**

Operations Executive

Mylastminutetrip.Com is an Ahmedabad based B2C Pvt. Ltd company giving FIT Services like customized Holiday Packages, International & Domestic. Company also deals in MICE bookings & Flight bookings for their customers.

Responsibilities:

- To handle queries of the guest of different destinations.
- Send the query to the suppliers.
- Prepare Quotations for the guest according to their needs.
- To follow up with different agents for Private transfers & tours on private basis.
- To follow up with the guest for their inquiry.
- To block Hotels, Sightseeing's & Transfers for the guest.
- To close the accounts before handing over the kit and inform the accounts team.
- To hand over the kit to the guest and explain them day wise itinerary.
- Follow up with the hotels for the Hotel confirmation numbers of the guest.
- To make sure the guest has a hassle free tour without any problems During his Holiday.

Pathfindersholidays Pvt Ltd. – (Jul'22 –) 08 Months	International Tour Consultant
<p>Pathfindersholidays Pvt Ltd is an Ahmedabad based B2C & B2B Pvt. Ltd company giving FIT Services like customized Holiday Packages, International & Domestic Destinations. Company also deals in MICE bookings & Flight bookings for their customers. Company also take cares of Corporates bookings for their corporate clients.</p> <p><u>Responsibilities:</u></p> <ul style="list-style-type: none"> ▪ To handle quires of the guest of different destinations. ▪ Send the query to the suppliers. ▪ Prepare Quotations for the guest according to their needs. ▪ To follow up with different agents for Private transfers & tours on pie basis. ▪ To follow up with the guest for their inquiry. ▪ To block Hotels, Sightseeing's & Transfers for the guest. ▪ To close the accounts before handing over the kit and inform the accounts team. ▪ To hand over the kit to the guest and explain them day wise itinerary. ▪ Follow up with the hotels for the Hotel confirmation numbers of the guest. ▪ To make sure the guest has a hassle free tour without any problems During their Holiday. 	

Novotel, Ahmedabad, India – Dec. 2013 – Jan. 2014	Completed Vocational Training of one month duration in the Front Office
--	--

Hyatt Regency, Mumbai, India – Oct. 2014 – Mar. 2015	Internship of 22 weeks' duration Depts.: F&B Service, Front Office, Housekeeping
---	---

Language & Computer Proficiency:

Language Skills	Computer Skills
English, Hindi & Gujarati	MS Office & Tally

Education: Academic Qualification:

Degree/Certificate	Institute	Board / University	Year of Passing	Percentage
IATA			2021	PASS
PGDM in Tourism	Gujarat Tourism		2021	PASS
BA Hospitality Management	International Institute of Hotel management	University of West London, UK	2016	58%
B.Sc. Catering Science and Hotel Management	International Institute of Hotel management	Bharathiar University, Coimbatore, India	2016	60%
Bachelors of Commerce	J.G. College of Commerce.	Gujarat University	April'2013	58%
XIIth	Asia English School, Ahmedabad	Gujarat Board	March'2010	53%
Xth	Asia English School, Ahmedabad	Gujarat Board	March'2008	50%

References:-Available on Request.

Regards,

Nandish Jha