

PRASHANT JINENDRA JAIN

Project Coordinator

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📍 Udaipur, Rajasthan



EXPERIENCE

Freelancer Tour Leader

Urban Adventure (Intrepid Travel)

📅 08/2019 - 12/2020 📍 New Delhi

- Leading groups of Foreigners in different parts of Delhi
- Making comfortable about culture, food, language etc,
- Coordinating with drivers and vendors
- Creating expenses
- Getting feedbacks on Tripadvisor
- Received "Best Guide of the month" Award with highest feedback

Sales Trainee

D' Pauls Tour & Travel

📅 02/2019 - 08/2019 📍 New Delhi

- Selling & Explaining outbound GIT packages
- Preparing FIT Itineraries according to clients
- Coordinating with vendors for better price
- Interacting with other departments for smooth work

Freelancer Tour Leader

WanderOn

📅 07/2018 - 02/2019 📍 New Delhi

- Leading groups to Himachal, Uttrakhand & Rajasthan
- Coordinating with Hotels and Traveller
- Collecting payments
- Managing diverse people

Intern

Wovoyage

📅 05/2018 - 07/2018 📍 New Delhi

- Preparing itineraries according to clients
- Coordinating with vendors
- Booking hotels and Air tickets
- Getting feedback through mail or on Tripadvisor

SKILLS

Quick Learner Effective Communication

Creative & Problem Solving Team Player

Time management Active Listening

SUMMARY

Hardworking and ambitious individual with a great passion about bringing ideas to life. Good communication skills, enabling me to effectively communicate with a wide range of people. Looking for a full-time position in the industry in which I can put into practice my knowledge and experience, ultimately benefiting the organization.

EDUCATION

MBA in Tourism

Indian Institute of Tourism and Travel management, Noida

📅 2017 - 2019

B.com

Mohan Lal Sukhadia University, Udaipur

📅 2014 - 2017

HSC

Baba Nanak Sindhi Hindi Jr. College, Nagpur

📅 2012 - 2014

CERTIFICATION

Google Project Management Certificate

April 2021 (In Process)

Basic Adventure Course

March 2018