

# Priyansh Patel

## Summary

Dedicated and customer-oriented Front Desk Receptionist with experience in providing excellent service and support in the hospitality industry. Proven ability to manage front desk operations effectively while maintaining a warm and welcoming atmosphere for guests. Skilled in handling inquiries, managing reservations, and ensuring guest satisfaction. Adept at collaborating with team members to enhance overall service delivery.

## Education

Aviation and Hotel Management wings Institute of Aviation and Hotel Management Comprehensive program covering various aspects of aviation and hotel operations, with a strong focus on customer service, hospitality management, and business administration. <i>Vadodara, Gujarat</i>	December, 2022 - September, 2023
HSC ( COMMERCE ) Divine Public School 75%	May, 2018 - March, 2019
SSC Divine Public School 77%	May, 2016 - March, 2017

## Work Experience

Front Desk Receptionist Hotel Royal Regency Greeted guests upon arrival, managed check-in and check-out procedures, and addressed guest inquiries and requests, ensuring a positive experience. <i>WORK ADDRESS</i>	November, 2024 - present,
Front Desk Receptionist Hotel Arihant Plaza Assisted guests with travel arrangements, provided information on destinations, and handled customer feedback, enhancing satisfaction and loyalty. <i>WORK ADDRESS</i>	April, 2024 - October, 2024
Customer Support Executive Concentrix India Pvt Ltd	September, 2022 - October, 2023

## Profile

Address  
D/4, Arvind Nagar society , Lunsikui  
road , Navsari

Phone  
+918849224473

E-mail  
priptl17@gmail.com

## Skills

- Customer Service
- Communication
- Reservations Management
- Problem Solving
- Team Collaboration

## Languages

English : Fluent

Gujarati : Expert

Hindi : Expert