**RESUME**

***AMIT CHAUDHARY***

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# Career objective

To Obtain a Challenging position that will allow me to expend my inherent ability togetherwith my acquired education, qualification & experience to be at center of team activitiesthat helps in achieving the organization success.

To work with full commitment and dedication for the interest of the organization. To attain a position workplace, which helps me to utilize my knowledge, and where I can explore and learnnewskill,developmyselfandstrivetowardsachievingtheorganizationgoal.

### Started my career in hotel industry since 2011 with renowned hospitality industry Club Mahindra resorts and holidays ltd. Worked for club Mahindra resorts and holiday ltd almost for 8 years then joined Oyo as sales manager promoted to area general manager. Presently working with Modern School Jaipur as OperationManager.

* **In total I am having 11 years of overall experience in hospitality industry in different department like events & conferencing, sales and marketing, promotions, operationsmanagement.**

**Academic Qualification**

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| --- | --- | --- | --- |
| **Qualification** | **University/board** | **College/School** | **Percentage/CGPA** |
| **10th** | C.B.S.E | IIS, Jaipur | 70.4% |
| **12th (PCM)** | C.B.S.E | T.P.S, Jaipur | 65.9% |
| **B.E(mechanical)** | Rajasthan Technical University Kota | M.A.I.E.T, Jaipur | 66.7% |
| **B.Sc (PCM)** | Sunrise university Alwar | Department of Science | 64.5% |
| **PGDEM** | Event Management | N.A.E.M.D | 68.3% |

**Job Profile**

* **Modern School – Jaipur ( July 2019- Present)Job Role: Senior Manager Operations & Outreach/ Administration Head**
* Coordinate and managed the team on this site to run all the operation, Admission and other inquire related to the parents and student to go smoothly
* Assisted other departments in various student services activities in campus.
* Managing and maintaining the good relationship with all the local vendors for preparing and making plan for all kind of the event activities taking place.
* With years of experience in Hospitality Industry, also able to manage, makes plans and execute them for all kinds of events and activities taking place in theschool.
* Work closely with the account team and the teaching staff, to make budgets,financial planning and recommending the new ideas to increase the revenue of the organization.
* Regular performance check of the team related to the plans, activities, and on other skills for the enrolmentgrowth.
* Directly reporting to the Director of the school with all the daily work done by the team and with thereports.

# Previous Job Profile

### OYO - Jaipur (August 2018 – June 2019)Job Role: Area GeneralManager

* + - Worked with the one of the Hotel Chain of India i.e. OYO Rooms as Area General Manager as well as manager in sales and taking care of the 15 - 20 hotels of OYO. Job role is to maintain the good relation with the owners of the hotel, give business to the owner , give training to the staff, do the audits, check the qualities and responsible for ensuring operations in order to maintaincustomer satisfaction. Coordinate with operational team to solve any type issue. In order to sales my main aim was to Motivating team members, brand promotion, map potential customers and generate leads for the organization,Managing people,

managing customer needs, managing business.

### Club Mahindra Holidays & Resort India Ltd – (Jan 2011- JULY2018)

**Job Role: Assistant Operation Manager - PONDICHERRY (Jan 2018 – July 2018)-** Worked with one of the resort of Club Mahindra which is in the Pondicherry. Being the Head of the Department (HOD), my job role is to take care of my team by guiding them in proper and positive direction, which helps them to generate the sales and meet the guest satisfaction and needs. I always believe in the team work and took stand for my team inany

* **Job Role: -Events, Spa & Activity Manager - COORG (April 2017- dec 2017)-** Under this job, I was the Head of my department i.e. Fun Zone where I used to take care of all kind of activities and events which use to take place inresort.
* Use to do the physical visit to the corporate offices or Govt. Offices to build up the relation to get thebusiness.
* **Oct 2016 –Mar 2016 – Pondicherry** working as **Assistant manager** in operations with club Mahindra holidays & resorts pvtltd.

### April 2016- Sep 16 – Kumbhalgarh working as Head of Dept (sales) ondeputation

basis with club Mahindra holidays & resorts pvt ltd.

* **April2015 –Mar15 -Goa** working as **senior sales executive** with club Mahindra holidays & resorts pvtltd.
* **Nov2014-Mar 14 - Naukuchiatal Uttarakhand** working as **Head of Dept. on deputation** basis with club Mahindra holidays & resorts pvtltd.
* **April 2014-Oct 14 – Binsar** working as **Head of Dept. on deputation** basis with club Mahindra holidays & resorts pvtltd.
* **2013-14 at Goa** working as **Sales executive** with club Mahindra holidays & resorts pvtltd.
* **2012 -13 at Udaipur** working as club **senior supervisor** with Mahindra holidays & resorts pvt ltd.
* **2011-12 at Kumbhalgarh** working as **senior supervisor** with club Mahindra holidays & resorts pvtltd.

# Professional Events experience

## DANCE INDIA DANCE AUDITION 2010

This event was organised by FUSION EVENTS and ZEE TV.

**Job role: Production Management**

* Under this job role, I performed miscellaneous tasks regarding production planning, production control, inventory control and qualitycontrol.
* I was handling a team of 30 members under which we divided the whole production work into different sub-categories so as to work in an organisedway.
* All the arrangements from sitting arrangements, logistics required in the audition to the basic requirements of the judges were under the sub-categories of the production management team handled byme.

## Result declaration

* After the auditions, the result declaration department was under my team. Me and my whole team was responsible for hosting the result declarationevent.

## LAUNCHING OF WORLD CUP

This event was organised in Jaipur with ADOBE EVENTS.

**Job role: Hospitality**

* I performed hospitality management under this role where I was responsible for the running of hotels, restaurants and, tours and travels system for the teams coming to Jaipur for the respectivematch.

## JAIPUR INTERNATIONAL PRESS LAUNCH PRODUCTION TEAM 2010

This event was held in BIRLA AUDITORIUM with LAGAN MANDAP

**Job role: Help-Desk management**

* I was responsible to manage the problems and queries occurring during press launch. I was provided with the help-desk where I was available to solve the respective problems in productionconcern.

## ROYAL WEDDING IN KOTA

The event was held in Kota, with ADOBE EVENTS AND PROMOTION Pvt Ltd.

## Job role: Hospitality and client service

* In this event my job role was hospitality and client service where I and my team was required to deal with the availability of the resources and services to theclients.

## SONY ERRICSON MELA JAIPUR PRODUCTION TEAM 2010

This event was held in Jaipur 2010 with ADOBE EVENTS

## Job role: Production management

* I and my team of 20 members were responsible for the production responsibilities in the Mela. The team worked for the arrangements required for the opening and closing ceremony of theevent.

## Client service and hospitality

* Other than production management, I was heading the team of hospitality and client service so as to make sure that any of the client is not facing any trouble related to their accommodation and food. If case of any query, me and my team were ready to terminate the troubleshoot.

## INDIA ART SUMMIT

This event was held in Delhi with EXPRO EVENTS. In this event the exhibition of the famous sketch artist like Mohammed Husain and many more were part of the same event

## Job role: Production management

* Under this job role, I was responsible for the production management of the whole event. I was heading the team of 30 members which was responsible for the production processes under taken.

# Technical skills

* + Programming languages: C,C++
  + Operating systems: windows 2000, windows7/vista
  + Software skills: Adobe Photoshop, MS office,Entabe

# Summer training

### KAMAL N Co.,JAIPUR(Rajasthan)

Training during 2ndyear of graduation regarding the mechanical processes involves in the automotive.

### PINKCITY HONDA Co.,JAIPUR(Rajasthan)

Training during 3rdyear of graduation regarding the mechanical processes involves in the automotive.

# Curricular and extra-curricular Achievements

* + State level swimmingchampion
  + Modellingevents
  + Modelling has been one in the list of curricularactivities
  + Participated in various events and contracts related tomodelling

# Interests andHobbies

Swimming, music, dancing,travelling

# PersonalInformation

**NAME:** AmitChaudhary

**FATHER’SNAME:** Mr Ravindra KumarSingh

**DATEOFBIRTH**: 5thAugust1987

**PERMANENT ADDRESS:** 9 Kalyanpuri Extention New Sanganer Road, Sodala, Jaipur

**LANGUAGEKNOWN:** English, Hindi