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**D.O.B – 07th April 1987**

# Rahul Patil

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## Objective

To enhance my working capacities, professional skills, business Efficiencies and to serve my organization in best possible way with sheer determination and commitment to achieve personal as well as organizational goals.

## Professional experience

### **The Park Hotels – National Sales Office Senior Assistant Sales Manager [Jun 2019 – Currently working]**

- Analyze local market trends and develop new business leads get business for the hotel.
- Maximize all Revenue opportunities
- Responsible for the achieving Monthly sales target for rooms as well as for Banquets.
- Responsible for RFP accounts, Fill & Submit the Online RFP's.
- Contribute to the selling strategy of the hotel, and adherence to achieving that strategy.
- Work within current business strategies and recognize potential opportunities
- Report on a weekly/monthly basis appointments, calls made, and list of business leads
- Answer customer queries in a timely and suitable manner

### **Kohinoor Hotels Assistant Sales Manager [Jan 2018 – Jun 2019]**

- Develop plans to acquire new customers or clients through direct sales techniques, cold calling, and business-to-business marketing visits
- Responsible for Generating new leads and get the business for the hotel.
- Responsible for the achieving Monthly sales target for rooms as well as for Banquets.
- Responsible for RFP accounts, Fill & Submit the Online RFP's.
- Handling major feeder accounts; generating an average of 25 RPD in daily sales.
- Handling administrative and operational tasks on daily basis and in charge of overall sales of the Hotel (Kohinoor Elite).
- Taking care of the Weekly & Monthly sales reports , & MIS report
- Utilizes basic computer and math skills to help with scheduling and maintaining a budget

**[Aug 2016 – Dec 2017] Sahara Star Hotel & Aamby Valley city**

**Assistant Sales Manager**

- Handling the corporate annual and events contracting for Mumbai accounts, including negotiations and contracting special corporate rates as per client's requirements and industries standards.
- Tracked daily weekly and monthly sales and prepared related report.
- Set objectives and execute necessary action plans required to achieve set financial goals

**[Sep 2014 – Aug 2016] Four Seasons Hotel Mumbai**

**Reservations Supervisor**

Handling the reservations team of 4 agents, Training & Monitoring them on calls & emails to maximize revenue for the organization, handling Group Reservations for the Property, Rate loadings for new and old Corporate companies along with inventory management for all GDS bookings and online travel Agents, assisting Revenue Manager with Revenue Meetings and forecasting.

**[May 2012 – Sep 2014] Shangri-La Hotel / Re-branded to Palladium Hotel Mumbai**

**Reservations Assistant**

Handling daily reservations on calls & emails to maximize revenue for the organization, handling Group Reservations, Well versed with Opera and Cashiering functions, also with Synxis for inventory management for all GDS bookings.

**[ Dec 2011 – May 2012] Executive Homes**

**Serviced Apartments**

**Reservations Sales coordinator.**

Handling daily reservations for all property (Apartments all over Mumbai), updating bookings in Reservation system. Handling email & calls for bookings, coordinating with corporate for corporate tie up and getting more business for company.

**[ April 2011 – Nov 2011] Taj Exotica Resorts & Spa**

**Goa Reservations Supervisor**

Handling daily reservations for a resort property on calls & emails, updating bookings in Amadeus Property Management System. Handling email for hotel reservations and General guest queries about the Hotel.

**[ Jan 2010 – Mar 2011] Holiday Inn at Mumbai Intl**

**Airport Reservations Associate**

Handling daily reservations, updating bookings in Opera. Group Reservations and charging of credit cards. Well versed with Opera and Cashiering functions, also with Holidex for inventory management for online bookings.

**[ Dec 2007- Jan 2010 ] Hyatt Services India Pvt.Ltd, Mumbai.  
Reservation Sales Agent**

Was part of a formidable team of reservation associates handling Reservations for Hyatt Hotels and Resorts Worldwide on calls & emails, also handled Group Reservations to assist catering sales of 5 Hyatt Hotels in India. Reservation system used Reserve and Scala.

**Completed IN FLIGHT training in an Airbus A-320 from  
Frankfinn Institute of Air Hostess Training, Mumbai**

<b>Education</b>	<p><b>[2008] Frankfinn Institute of Air Hostess Training, Mumbai.</b></p> <p><b>Diploma in BTEC HNC Aviation and Hospitality.</b></p> <p><b>[2007] B.Sc (Specialized in Botany)</b></p> <p><b>[2004] HSC (Higher Secondary School Certificate)</b></p> <p><b>[2002] SSC ( Secondary School Certificate)</b></p>
<b>Awards received</b>	<p>Achieved 100% score at Shangri-La Hotel Mumbai for Reservation Call Audit – <b>Richey Hotel Audit</b></p> <p>Generated Highest Monthly Revenue for room sales of Hyatt Hotels India.</p> <p>Achieved 100% Call Audit score at Hyatt Hotels India by an International customer service Call Audit company – <b>QTI (Quality Track Intermediate)</b> for more than 6 times.</p>
<b>Skills</b>	<p>Well versed with Microsoft office basic computer and math skills to help with scheduling and maintaining a budget.</p>
<b>Languages</b>	<p>English, Hindi and Marathi</p>
<b>Interests and Hobbies</b>	<p>Riding bike, Sports, Music, Travelling places</p>
<b>Extra-curricular activities</b>	<p>Certificate holder in Athletic competitions held in school and college. Participated in Intercollegiate Football Tournaments.</p>