# SIMRAN PIC.png

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## PERSONAL INFORMATION

**NAME:** SIMRAN JOURA

**DATE OF BIRTH:** 21ST JULY, 1999

**GENDER:** FEMALE

**MARTIAL STATUS:** UNMARRIED

**NATIONALITY:** INDIAN

**MOBILE NO.:** 9561094321,7060453513

**EMAIL:** [SIMMIJOURA21@GMAIL.COM](mailto:simmijoura21@gmail.com)

**ADDRESS:** PRIDEWORLD CITY, CHARHOLI,

FLAT NO. 902, 9TH FLOOR, LONG ISLAND, 412105

LANDMARK- DY PATIL COLLEGE

## CAREER OBJECTIVE

TO MAKE A POSITION FOR MYSELF IN THE COMPETITIVE CORPORATE WORLD AND CONTRIBUTE TO ACHIEVING THE GOAL ON BOTH PROFESSIONAL AND PERSONAL LEVEL.

**EDUCATIONAL QUALIFICATION**

|  |  |
| --- | --- |
| EXAMINATION | BOARD |
| HIGHER SECONDARY EDUCATION | ICSE |
| SENIOR SECONDARY EDUCATION | ICSE |
| BBA AVIATION OPERATIONS | UNIVERSITY OF PETROLEUM AND ENERGY STUDIES |

## ADDITIONAL COURSES AND ACHIEVEMENT

* DIPLOMA IN AVIATION FROM FRANKFINN INSTITUTE OF AIR HOSTESSES TRAINING IN 2018.
* GALILEO SOFTWARE.

## ADDITIONAL SKILLS

CLIENT RELATIONSHIP MANAGEMENT ABILITIES

STRONG AND CONVINCING PERSONALITY

## EXPERIENCE

* 1 YEAR EXPERIENCE IN JAYPEE MANOR RESIDENCY, MUSSORIE AS SALES EXECUTIVE FROM 2nd JANUARY, 2018 TO 31st DECEMBER, 2018
* 3 MONTHS EXPERIENCE IN WIC (WORLD INTERGITY CENTRE), DEHRADUN AS MR & PR, SALES EXECUTIVE FROM 7th FEBRUARY TO 28th APRIL .
* 1.5 MONTHS EXPERIENCE IN FUTURE GENERALI LIFE INSURANCE AS SALES MANAGER FROM 16TH MAY TO 02ND JULY, 2019.
* CURRENTLY WORKING IN RE/MAX M3 INSTA REALTY AS RECEPTIONIST FROM 10TH NOVEMBER TILL NOW.

**LANGUAGES**

|  |  |  |
| --- | --- | --- |
| ENGLISH | FLUENCY IN COMMUNICATING | READ & WRITE |
| HINDI | SPEAKING | READ |
| PUNJABI | SPEAKING | - |

## HOBBY

* EXTREME ADVENTURE
* SWIMMING
* CREATIVE HOBBIES
* WRITING
* TRAVELLING
* SOIAL HOBBIES (MENTORING)

## STRENGHTH

* COMMUNICATION SKILLS
* CONFIDENT PERSON
* QUICK LEARNER
* ENTHUSIASM
* DETERMINATION

## WEAKNESS

* BEING TOO CRITICAL OF OURSELF.
* SPONTANEITY (WORK BETTER WHEN PREPARED).
* BEING TOO HONEST.

## DECLARATION

I HEREBY DECLARED THAT THE INFORMATION GIVEN IN THE DOCUMENTS ARE TRUE, COMPLETE AND CORRECT.

***DATE:***

**PLACE: SIMRAN JOURA**