



# RIYANKA RAY

## Contact



**P/79 Bank colony, Dhakuria  
Kolkata 700031**



**riyankaray4@gmail.com**

**contact-6289808560**

## Skills

**MS Office**

**MS Excel (Advance)**

**MS PowerPoint**

**Client Servicing**

**Social Media tracking**

**Good time management**

**Good communication Skills**

## About

A performance-driven individual with exceptional workplace management skills and skill to produce high finish support services using my adaptability and communication skills. I am adept in Hotel Management skills, but would like to make a mark in retail as that is the area that intrigues me. I am seeking for growth and opportunities in an esteemed organization which will shape me up achieving my dreams.

## Education History

**International Institute of Hotel Management, Kolkata**

B.sc in Hospitality management with 68.8% (2018-21)

Bachelor's degree in tourism studies (2018-21)

**B.D.M. INTERNATIONAL, Kolkata**

72% in CBSE 12th Board with Humanities

## Work Experience

**Radisson Blu Udaipur Palace Resort and Spa,**

**Trainee (6th November 2019- 20th March 2020)**

**Worked in Front office, Housekeeping and food and beverage department.**

**Indismart Hotel, Kolkata (2 weeks)**

**On the job training in all major departments.**

**Worked as an intern in front office department**

**from Midlands and Co. (10th August 2021- 1st February 2022)**

**Customer Support executive at SVF production  
(May 2022-Present)**