



Suva Akash Mohanty

 suvaakash28@gmail.com

 9337102475

PROFILE

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation I am presented with. As a graduate with 3 year experience, I am excellent in working others to achieve a certain objective on time and with excellence.

EDUCATION

Bachelor of Vocation in Tourism and Hospitality management, Fakir Mohan Autonomous College, Balasore (2022) -

- Academic Marks : 75.88%
- Involvement in many Placement Cell and Fest Committee

12th, Fakir Mohan Junior College, Balasore (2018) -

- Academics Marks : 65.16%

10th, Swami Nigamananda High School, Jaleswar (2016) -

- Academic Marks : 84.66%

EXPERIENCE

Organisation : Arpita Beach Resort, Chandipur, Balasore as Duty Manager (Full Time Internship From DEC 2021 - JAN 2023) -

Roles and Responsibility -

- To communicate with upper management to stay up to date with organisational issues and improvements.
 - To watch over daily operations, ensuring employee productivity.
 - To supervise, guiding and coordinate the employees work while general managers are away.
 - To create a positive work environment for employees
-
- Working as a freelancer as a content writer, copywriter and email copy writer since March 2020
-
- Working as a Private Tutor, specializing in subjects such as English and Social Studies since April 2021

Internships Experience (Bachelor Degree)

Successfully completed total 1 year Internship by National Skill Development Corporation (NSDC) during graduation

- Guest Relation Manager Intern in Barjorjis Hotel, Fakir Mohan Golei, Balasore (FEB 2019 - APRIL 2019)
- Front Office Associate Intern in Barjorjis Hotel, Fakir Mohan Golei, Balasore (FEB 2021 - APRIL 2021)
- Front Office Executive Intern in Arpita Beach Resort, Chandipur, Balasore (SEPT 2021 - NOV 2021)
- Duty Manager Intern in Arpita Beach Resort, Chandipur, Balasore (JAN 2022 - MARCH 2022)

CERTIFICATION

- Information Technology by Odisha State Open University, Sambalpur, Odisha.
- Advance Macro Economics and Mutual Fund by Shine Project (Online)
- Financial Market by Shine Project (Online)
- Fundamentals of Digital Marketing by Google

TECHNICAL SKILL

- Microsoft Word
- Microsoft Excel
- Microsoft Powerpoint
- Basic Filmora
- Basic Python

LANGUAGE

- ENGLISH
- Hindi
- Odia

MY DETAILS

- D.O.B -03/08/2001
- <https://www.linkedin.com/in/suva-akash-mohanty-732017276>
-  Jaleswar, Balasore