**CURRICULUM VITAE**

**SANDIP OJHA**

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**CAREER OBJECTIVE:**   
To seek a challenging and responsible position in a large and professional organization where I will have the opportunity to make a positive contribution to business growth and to achieve a personal development  
  
**Career Summary:**   
Hard working with ability to identify, prioritize multitasks and targets and achieve goals and objectives in stipulated time and budget limits.

**Educational Qualification:**

* Completed 10 in 2009 from CBSE BOARD.
* Completed 12 in 2011 from CBSE BOARD.
* Graduation in BCA (bachelor in computer application) from Pune University. (Waiting for my last result)

**Professional Qualification**

* Six month certified course of MS-CIT (MS-office)
* Diploma in airport handling and travel and tourism management.
* Basic training in Amadeus.

**Work Experience**

* Currently working with **‘Uniglobe mod travel pvt ltd since June 2015**

**Achievements**

* Got many Appreciations from our seniors
* Nominated as best employee in leisure performance for **Bronze Medal**
* Got appreciation certificate in MICE work **Excellence in customer service**

**Responsibilities:**

* Coordinating with clients.
* Handling the Problems of Customers.
* Coordinating with seniors for solving the issues.
* Preparing Daily & Monthly Reports.
* Hotels booking
* Packages

**Hobbies and Interest:**

* Interact with new people
* Visiting new places.
* Always try to make thing easy
* Playing badminton.

**Strengths:**

* Good communication Skills
* Can Adapt to any situation
* Positive attitude

**Co-curricular Activities:**

* Won many prizes in athletics and cultural programs held at school and college.

**Area of Interest:**

* Ground handling, Passenger service, customer handling

**Personal Information:**

* Date Of Birth :03/10/1993
* Marital Status :unmarried
* Languages Known :English, Marathi ,Hindi
* Nationality :INDIAN

**DECLARATION**:

I do hereby declare that all the above mentioned facts are true to the best of my Knowledge

Place New Delhi