

Ajit Mishra

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CAREER OBJECTIVE:

Looking forward a challenging Position where my technical Skills can be effectively utilized for professional growth in Recognition Of dedication, sincerity, honesty and superior performance towards the betterment of the organization.

PROFESSIONAL SUMMARY:

Seasoned travel and tourism professional with more than 04 years' experience assisting customers fulfill their travel needs. Extensive knowledge of many of the top travel destinations and proficiency in the latest travel coordination and booking software. Gifted at developing custom-built travel itineraries that exceed expectations while still fitting into clients' budgets. Dedicated to helping clients reach their dreams of Traveling the world.

EXPERIENCE:

Previous Company: Caper Travel

Current Designation: Travel Consultant

Duration: MAY 01, 2018 – Till Date

Roles & Responsibility:-

- Competency to maintain positive client and co-worker relationships—Establishing, developing, and maintaining trust and loyalty over time and through changes.
- Handling with International Client.
- Assumes and performs other duties and responsibilities not specifically outlined herein, as requested
- Work independently in the absence of supervision.

- Coordinate transportation, accommodations, and itineraries for domestic for Foreign clients based on client's needs, budgets, and expectations.
- Demonstrated consistent ability to close sales and achieve high productivity.
- Research Travel option & deliver in the term of their requirement.
- Utilize the latest sales techniques to upsell products and services to enhance client's overall experience.
- Keeps track of the customers while on travel and provides assistance as the need arises

Previous Company: Travel fair India PVT. LTD.

Designation: Travel consultant & Operation Executive

Duration: Feb 10, 2016 to April 30, 2018

Roles & Responsibility:-

- Responsible for Hotel reservation, transportation, guide according to Customer requirement..
- Network with representatives of hotel chains, airlines, tourist attractions, and other destinations to create deals.
- Ability to achieve profitability objects.
- Negotiation with the hotelier, transporter.
- Assists individuals and groups in planning, organizing, and booking travel
- Conducts research according to the requirements of the client; get the most affordable deals if that is what the clients wish
- Ensures that the travel goes smoothly by making all necessary preparations and anticipating all that can happen

Trainings & Internships:

Company Name: Atlas Holidays PVT.

LTD. Designation: Operation Executive

Duration: 45 Days

Roles & Responsibility:-

- Preparation of Itinerary
- Handled transport of customers from airport or ferry terminal.
- Call to the Agents and describe about the package and sell to them.
- Assisting With Marketing Campaign
- Taking part in team meetings and activities, as well as participating in ongoing training.

SKILLS:

- Proficiency in Microsoft Word, Advance Excel, and PowerPoint
- Interpersonal and communication skills
- Negotiation Skills
- Ability to work in high pressure
- Ability to speak a little Spanish
- Great Ability to manage travel plans and organize tasks effectively
- Highly commendable administrative and managerial skills
- Efficiency in getting the best deals online
- A formal training in Tourism management
- Meticulous with details
- Receptiveness to new ideas and other people's insights
- Admirable resourcefulness
- Ability to speak fluently and confidently before a large audience
- Demonstrated ability to interact with customers, third parties that reflect highly on the hotel, the brand and the company.

ACHIEVEMENTS AND EXTRA CURRICULAR ACTIVITY:

- Volunteered with the University Sports Committee (B.H.U) to manage —EAST ZONEWOMEN'S FOOTBALL CHAMPIONSHIP in February 2015.
- Volunteered in NATIONAL SYMPOSIUM on —Synergizing Tourism Education, Industry & Research held at Rajiv Gandhi South Campus, B.H.U on 09-10th April 2015.
- Participated in one day Orientation program for school children in World tourism Day organized by our department at Primary School Jayapur (Varanasi).
- Participated in one day Orientation program for school children in World tourism Day organized by our Department at Rajmati Devi Balika Intermediate College Mohansarai in Sep 2014.
- 10 Days training program of —Paryatak Mitra initiated by Ministry Of Tourism, India.

PROFESSIONAL QUALIFICATION:

Master in Tourism Administration from Banaras Hindu University.

ACADEMIC PROFILE:

- Master In Tourism Administration From Banaras Hindu University in 2016, Varanasi (U.P.)
- PG Diploma in Language Technology From Banaras Hindu University IN 2014
- BSC (IT) from MCRPV University in 2010
- Intermediate From B.T.I.C, Varanasi (U.P.) In 2007
- High School From B.T.I.C, Varanasi (U.P.) in 2005

PERSONAL PROFILE:

Date of Birth : 06 DEC. 1990

Gender : Male.

Marital Status : Married

Nationality : Indian.

Religion : Hindu.

Languages known : English, Hindi & Spanish.

Hobby : Photography

Strength : Strong Interpersonal Skills, Effective Relationship Building, Positive Mindset, Good Communication Skills, Always Keen To Learn

Permanent Address : D 36/73, Agust Kunda, Dasaswamedh, Varanasi-221001

Date: **Ajit Mishra**