

RESUME



SOVAN ROY

C/O Tapan Roy

Date of Birth:- 3rd July, 1990

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Career Object: - Results-driven professional with extensive experience as a Tour Leader, Real Estate Consultant, MICE Operation and Business Development Manager, Trainee Software Developer, and Assistant Event Coordinator. Seeking a challenging position in Travel Industry to leverage my diverse skill set and proven track record in delivering exceptional results and driving organizational success.

Work Experience: -

Freelance Tour Leader, Victoria Travels Pvt Ltd & ITS Global, [Kolkata], [September 2020 to Present]

- Led numerous International and Domestic tours, managing groups and organizing trips to destinations such as **3 times in Dubai, 2 times in Mauritius, 1 time in Egypt, and more than 20 times in Thailand including Pattaya, Phuket and Krabi.**
- Ensured exceptional customer service, resulting in highly satisfied clients and positive reviews.

Real Estate Consultant, Victoria Consultants Pvt Ltd, [Kolkata], [November 2020 - Present]

- Provide expert advice and assistance to clients in buying, selling, and renting properties.
- Conduct market research, property inspections, and negotiations to facilitate successful transactions.
- Build strong relationships with clients and maintain a high level of customer satisfaction.

MICE Operation and Business Development Manager, Victoria Travels Pvt Ltd, [Kolkata], [Aug 2018 – Sep 2019]

- Managed MICE operations for both international and domestic events, including national and international medical conferences.
- Prepared detailed itineraries, handled accommodation and transportation arrangements, and managed online and offline registration processes.
- Played a key role in business development, acquiring new clients, and fostering partnerships with existing ones.

Trainee Software Developer, Cyber swift Pvt Ltd, [Kolkata], [Dec 2012 – Nov 2013]

- Developed and tested software applications as part of a software development team.
- Gained hands-on experience in coding, debugging, and troubleshooting.

Assistant Event Coordinator (Part-Time/Freelancer), [Kolkata], [2008 - 2012]

- Specialized in wedding planning and provided support in event coordination.

- Successfully assisted in organizing the Indo-German collaboration international event held in Science City.
- Managed various aspects of event logistics and ensured seamless execution.

Key Skills: -

- **Tour Leading:** Proficient in leading international and domestic tours, managing group operations, and organizing trips to diverse destinations.
- **MICE Operations:** Expertise in managing MICE operations for international and domestic events, including national and international medical conferences.
- **Event Management:** Skilled in planning and coordinating events, with a specialization in wedding planning and certification in Indo-German collaboration international event management.
- **Real Estate Consulting:** Extensive knowledge and more than two years of experience in the real estate industry, currently working as a Real Estate Consultant.
- **Software Development:** Experienced Trainee Software Developer with 1.5 years of hands-on software development experience.
- **Administrative and Technical Skills:** Strong organizational and administrative abilities, including itinerary preparation, costing and proposals, vendor management, client coordination, and negotiation.

Last Organization: -

Company	VICTORIA TRAVELS PVT LTD 124, Rash Behari Ave, Lake Market, Kalighat, Kolkata, West Bengal 700029
Duration	02/Sept/2019 to 07/Jul/2020
Designation	Manager - Business Development & MICE Operation

International Project Name:

- ✓ Birla Series GroupX850-Thai-Aug/Nov23
- ✓ Tata Series GroupX150-Thai-Sep23
- ✓ AmbitX80-HKT-Nov23
- ✓ AmbitX105-Mauritious-Nov22
- ✓ VaniX40-Thai-Aug22
- ✓ GreenX150-Egypt-Apr23
- ✓ LTVX90-Thai-Feb21
- ✓ LPRX80-Thailand-May18
- ✓ JJMCX150-Dubai-Nov22
- ✓ LED Dealer GroupX65-Thailand-May21
- ✓ Plywood Dealer Series GroupX200-Thai-Nov21
- ✓ LPNX150-Mauritious-June21
- ✓ Plywood Dealer GroupX130-Dubai-Jul/Aug22
- ✓ Furniture Dealer GroupX15-Dubai-May21
- ✓ LED Dealer GroupX60-Thai-Oct/Nov22
- ✓ Water Tank Dealer Series GroupX530-Thai-Aug/Nov22
- ✓ VaniX45-Thai-Sep21
- ✓ Geysers Dealer GroupX15-Krabi-Jan21
- ✓ STARCLUB SINGAPORE 2015(2 Group) – 300 + 300 Pax
- ✓ STARCLUB SINGAPORE 2016 – 300 Pax
- ✓ STARCLUB SINGAPORE 2017- 300 Pax

Responsibility on Above Project:

Sales & Business Development, Tour Leader, Prepare Itinerary, Costing & Proposals, All Operational Job & Sales visit, Project Operation Management, Secretarial Management, Venue Management, Team Leader, Tour Leader, Vendor Management, Production Management, Transportation Management, Accommodation Management, VISA Assistant (Schengen, Russia, ASIA), VISA & Insurance Issuance coordination, Secretariat Management, Back Office Work (Passport & VISA, Insurance Handling), Documentation Management for VISA.

Domestic Project Name:

- ✓ BIRLAX700-Puri-Jan/Feb 20 - Retailers Series Group
- ✓ BIRLA ADCX1200-ITC Royal-Dec19 – BIRLA Annual Dealer Meet 2019
- ✓ BIRLAX1000-Vizag-Sept/Oct 19 – Dealers Series Group
- ✓ EIEICOX300-ITC Sonar-July 19 - 3 Days Medical conference
- ✓ STEMI - 1200-ITC Royal- June 19 - 3 Days Medical conference
- ✓ CSI UpdateX300-Hayatt Regency-Sept 19-3 days conference
- ✓ CSI StemiX1500-ITC Royal- May 19 - 3 days Medical conference
- ✓ BIRLA CORP Series Group – Jul/Aug 2018 – Delhi-Agra-Mathura – 450 Pax
- ✓ 2015(kolkata) – Echocardiography Conference – 300 Faculty & Delegates 3 days conference
- ✓ 2015(kolkata) – Cardio logical Conference - 500 Faculty & Delegates 3 days conference
- ✓ 2016(kolkata) – Cardio logical Conference - 600 Faculty & Delegates 3 days conference
- ✓ 2015(Lucknow)–Diabetes Conference – 150 Faculty 3 days conference
- ✓ Bhubaneswar Mayfair 2016 – Orthopedic Conference - 400 Faculty & Delegates 3 days conference
- ✓ Kolkata Novotel 2016 – Neurology Conference - 60 Faculty 3 days conference
- ✓ TATA SALT- DEALER MEET 2016 – Puri – 300 Pax
- ✓ 2017(Chandigarh)- Orthopedic Conference- 500 Pax 3 days conference
- ✓ 2017(Kolkata)-30 Nov-3 Dec – Cardiology National Conference – 6000 Pax 3 days conference

Responsibility on Above Project:

Project Operation Management, Secretarial Management, Venue Management, Team Leader, Tour Leader, Vendor Management, Production Management, Transportation Management, Accommodation Management, Session & Hall Management, Online & Offline Registration Management, Sponsorship Management, Back Office Work, Technical Work, Administrative Work.

Previous Organizations: -

Company	INCENTIVES & CONFERENCE PLANNERS LLP Bengal Eco Intelligent Park, Office no :12,14th floor , Tower no.1,Plot no.3, EM Block, Sector V, Salt Lake City ,Kolkata - 700091,
Duration	20/MAY/2015 to 31/AUG/2019
Designation	Senior Business Executive & MICE Operation

Company	PwC under Wipro InfoTech (3 rd Party Payroll) Block DN-57, Sector-V Salt Lake Electronics Complex Kolkata - 700 091
Duration	03/NOV/2014 to 11/FEB/2015
Designation	IT Help Desk Coordinator

Company	Cyber-Swift InfoTech Pvt. Ltd. DN 52, Srijan Tech Park,6Th FloorSector-5, Kol- 700091
Duration	21/DEC/2012 to 09/NOV/2013
Designation	Trainee Software Developer

Educational Qualification: -

I Have Completed **BCA (Bachelor of Computer Application)** from **IBRAD SCHOOL OF MANAGEMENT AND SUSTAINABLE DEVELOPMENT** under **West Bengal University of Technology (W.B.U.T.)**. My technical & academic records are as follows: -

General Education:-

Name of the Examination	Name of the Institute	Board / Council	Year of Passing	% of Marks
Madhyamik (Secondary)	J.P.H.S	W.B.B.S.E	2005	67%
Higher Secondary	C.C.H.V	W.B.C.H.S.E	2007	54.4%

Technical Education:-

Name of exam	Board	Semester	Year of passing	Marks (in %)
BCA	W.B.U.T.	1st	2009	8.00
BCA	W.B.U.T.	2 nd	2009	7.57
BCA	W.B.U.T.	3 rd	2010	7.43
BCA	W.B.U.T.	4 th	2010	7.44
BCA	W.B.U.T.	5 th	2011	8.03
BCA	W.B.U.T.	6 th	2011	8.60

Computer Proficiency:-

Programming Language known :- C, C++, VB, JAVA, SQL, ASP.NET, JavaScript, HTML, C#,Jquery.
Application :- MS Office, Photoshop, Corel Draw,
Minor Project :- ASP.NET in C# (Online Movie Ticket Booking) From HCL at Gariahat
Major Project :- ASP.NET in C# (JOB PORTAL) from E-JOB INDIA at Salt lake Sector-II

Personal Details:-

Name :- SOVAN ROY
Date of Birth :- 3rd July, 1990
Nationality :- Indian
Sex :- Male
Marital Status :- Single
Language known :- English, Bengali, Hindi.
Hobbies :- Event Coordinator, Wedding planning, Swimming, Dancing, Helping People.

Permanent Address:-

Vill- Jatragachi, P.O. - Ghuni, Dist- North 24 Parganas,
P.S. – Rajarhat Newtown,
Kolkata-700157

Date: -

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(Signature)

Place: -