**CURRICULUM- VITAE**

**Mrs. TAMANNA CHITRA** **WZ-130 Ram Nagar,**

**Near Adarsh Mandir,**

**Tilak Nagar,**

**New Delhi- 110018**

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**9210882224**

* **OBJECTIVE**

My objective is to work hard for the firm with which I work and give the best possible results.

* **EDUCATIONAL QUALIFICATION**
* Passed Secondary Exam (X) from CBSE Delhi Board. (2004)
* Passed Senior Secondary Exam (XII) from CBSE Delhi Board. (2006)
* Graduation Drop Out in B A Program Final Year from Delhi University.
  + **PROFFESIONAL QUALIFICATION**
* Diploma holder in **AVIATION, HOSPITALITY & TRAVEL MANAGEMENT** from **FRANKFINN INSTITUTE OF AIR HOSTESS TRAINING. (FIAT) (2007)**
* **Edexcel Certificate** holder from **Frankfinn Institute of Airhostess Training**
* Done 3 months **AGS (Airport Ground Services)** training from **LIVEWEL AVIATON TRAINIG ACADEMY. (2007)**
* Basic knowledge of computer.
* Software Knowledge IBM, Galileo, Kriscom, & IDS
  + **WORKING EXPIRENCE**
* Worked with **OMNIA BPO SERVICES** **INDIAN AIRLINES BACK OFFICE** in reservation department as a **TICKETING EXECUTIVE (Voice Process)** for **one & a half year**. **(Mar 2006- Apr 2007)**
* Worked with **LIVEWEL AVIATION SERVICES** As an **CUSTOMER SERVICES** **ASSISTANT** **( CSA )** For **EMIRATES AIRLINES** for **Six Months**. **(Jul 2008)**
* Worked with **LIVEWEL AVIATION SERVICES** As an **CUSTOMER SERVICES** **ASSISTANT (CSA)** for **SINGAPORE AIRLINES** for **one year**. **(Jan 2009- Feb 2010)**
* Worked with **AIR INDIA SATS** as an **CUSTOMER SERVICES ASSISTANT (CSA)** for **AIR INDIA, INDIAN AIRLINES ( NACIL ) & SINGAPORE AIRLINES** for **One Year. (Mar 2010- Apr 2011)**
* Worked with **Taurus Hotel & Conventions** as a **Reservation/Front Office Executive** for **One Year & Four Months. (May 2011- Oct 2012)**
* Worked with **Hotel Lohmod** as an **Reservations/Operations Manager** for **One Year (Oct 2012 – Nov 2013)**
* Worked with **Oodles Hotel** as an **Reservations/Assistant Front Office Manager** for **Three Months** (**Nov 2013 – Jan 2014).**
* Worked with **Hotel Clark Heights** as an **Asst Front Office Manager (Feb 2014-May2015)**
* Working with **Hotel Golden Grand** as an **Asst Front Office Manager** **(May2015**)
  + **PERSONAL PROFILE**
* Date of Birth : 17th OCT 1985
* Husband’s Name : Mr. Jitender Chitra
* Martial Status : Married
* Languages Known : English, Hindi & Punjabi
* Nationality : Indian
* Hobbies : Listening to music

* Passport : Yes (F7286822)
  + **STRENGTHS**
* Hardworking, Punctuality & Discipline.

**Date :**

**Place : New Delhi [ TAMANNA CHITRA ]**