**CURRICULUM VITAE**

**USHA KUMARI**

**A-46, Street No-3, Top Floor,**

**Ganesh Nagar Complex**

**Pandav Nagar Delhi - 110092**

**Contact Number - 9971609010**

**Email Id: ushadogra@hotmail.com**

**OBJECTIVE**

My goal is to become associated with a company where I can utilize my skills and gain

further experience while enhancing the company’s productivity and reputation.

**QUALIFITION AND CERTIFICATION**

* Pursuing M.A. English Honours from IGNOU University
* Diploma in Aviation, Hospitality, Travel and Tourism from Frankfinn Institute Of Airhostess Training, New Delhi.
* Graduate in B.A. from Delhi University.
* Secondary School from C.B.S.E., New Delhi
* Senior School Certificate from C.B.S.E., New Delhi.
* Six Month Computer Course from F-Tec Institute, New Delhi
* Two Month Beauty Culture & Hair Dressing Course from DSCOW, New Delhi

**PROFESSIONAL KNOWLEDGE:**

* **Galileo:**

Exposure to reservation system using the Galileo and auxiliary services like meals, seats and passenger special requests. Knowledge of Galileo focal point, user personalization, SON/SOF, password resets, Terminal address, Encode/Decode, Galileo Information systems, timetable, availability, Booking file creation, booking file retrieval by PNR, name, date, flight no., Booking File History, seat requests, Focal point programmed keys, Focal point replay.

* **Fidelio:**

Hotel reservation system, guest information, inventory control, report generation, instant room status and booking.

**EXPERIENCE**

* Presently Working as MODEL/INFLUENCERS, EVENT PROMOTER & VVIP GUEST HANDLING SPECIALIST as Freelancer.
* Worked as FASHION CONSULTANT CUM GUEST MANAGER at KEYAL EMPIRE for Five Months.
* Worked as MALL MANAGEMENT EXECUTIVE at DLF Mall of India for Six Months.
* Worked with WEBTIGER as Client Relationship Manager For Two Years.
* Worked with YOUR OFFICE SPACE as Centre Manager For Two Years.
* Worked with DOUBLE TREE BY HILTON HOTEL as Guest Service Agent For One Year.
* Internship as INTERGLOBE TECHNOLOGIES as Travel Support For Six Months.

**STRENGHTHS AND GOALS:**

I believe in myself. I am honest, sincere and emphatic person. I am a team player and love to work in a team. My goal is to become an icon in the service industry.

**PERSONAL DETAILS:**

Father’s Name : Late Mr. Ashok Kumar

Nationality : Indian

Gender : Female

Height : 5”7

Vision : 6/6/ Normal

Passport : Valid

Swimming : Yes

First Aid : Yes

Hobbies : Poetry

Language Known : English (Read, Write, Speak)

Hindi (Read, Write, Speak)

Marital Status : Unmarried

**DECLARATION:**

I hereby declare that above statement are true& best of my Knowledge and believe.

Date: …………….

Place: New Delhi

**Signature**

**USHA KUMARI**