



## **RUPA**

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Address - 1/4311 Ram Nagar Shahdara Ext., Delhi-110032

### **CAREER OBJECTIVE :**

I am looking forward for an opportunity in a well known organization where I can grow in terms of knowledge and put my existing skills and knowledge to good use. I strongly Believe in Continuous learning and would always strive to reach and surpass the company's goals and objectives.

### **WORK EXPERIENCE :**

- Working with **The Gaurs Sarovar Portico (Greater Noida)** as a Room Attendant from Sep 2022 till April 2023.
- Working with **Double Tree By Hilton (Gurugram Bani Square)** as a Room Attendant from May 2023 till July 2023,
- Currently working with **The Gaurs Sarovar Premiere (Greater Noida)** as a Desk Attendant .

### **PROFESSIONAL HIGHLIGHTS :**

- Over all experience in different Room Attendant roles.
- Highly skilled in customer services activities.
- Profound experience of handling guests and properly maintain guest room and guests call.

### **JOB RESPONSIBILITIES :**

- Change bed linen and make beds.
- Replace used towels.
- Sweep and mop floors.
- Vacuum carpets.
- Dust furniture.
- Replenish bath care product (e.g. soap and shampoo)
- Restock beverage and food items in the mini-bar.
- Clean public area like corridors.

### **CORE COMPETENCIES :**

- I D S Software Knowledge.

- Amadeus Software Knowledge.
- Fidelio Software Knowledge.

**EDUCATIONAL QUALIFICATION :**

- Graduation (B.A. Program) Persuasion.
- Hospitality Diploma in Frankinn Institute.
- Higher Secondary Certificate (Standard XII): 68%
- Secondary School Certificate (standard X): 57%

**PERSONAL DETAIL :**

- Father Name :- Late Sh. Sita Ram
- Date of Birth :- 11 March 2003
- Marride Status :- Unmarried
- Language Proficiency :- Hindi,English (read,write and speak)
- Interests :- Singing , Interact with new people and Travelling.

**DECLARATION :**

I hereby do declare that all the information is given by me are true and best of my knowledge.