**RESUME**

**PERSONAL DETAILS**

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| --- | --- |
| NAME | PEMA RINZING SHERPA |
| FATHER’S NAME | NAWANG TENGYE SHERPA |
| DATE OF BIRTH | 11 -09 -1985 |
| SEX | MALE |
| MARITAL STATUS | MARRIED |
| ADDRESS | ROHINI SECTOR1,D BLOCK 415, DELHI |
| MOBILE NUMBER | 9695871144 |
| E-MAIL ID | [Pemasherpa7022@gmail.com](mailto:Pemasherpa7022@gmail.com) |
| LANGUAGE KNOWN | ENGLISH, HINDI, BENGALI |

**Objectives:** I want to associate myself with such an organization where there is ample of opportunities for growth to share, contribute and upgrade my knowledge for development of self and the organization served.

**EDUCATIONAL QUALIFICATION:**

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| **SCHOOL/UNIVERSITY** | **YEAR OF PASSING** | **VENUE** |
| IGNOU | 2001 | Darjeeling, west Bengal |
| INGOU | 2003 | Darjeeling, west Bengal |

**PERSONAL SKILLS:**

* Good Communication, Analytical, right attitude and ability to find solutions to any kind of problem.
* Recognized for professionalism, thoroughness, commitment to quality and teamwork.
* Flexible enough to mould, as situation demands.
* Ability to work in any environmental conditions aiding my ability to adapt to the conditions prevailing.
* Ability to work as per requirement around the clock.

**SOFTWARE EXPOSURE:**

* Knowledge of Computer in MS-Office
* Knowledge of Internet

**WORK EXPERIENCE:**

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| --- | --- |
| **Working Period** | **Organization** |
| 3 years | Green Hill tours & Travels Pvt, ltd Kathmandu,Nepal |
| Designation | Sales Executive |
| Job Profile | Handling GIT and FIT clients, itenarary preparing as per the client requirement, costing, hotel booking, escorting groups. |

|  |  |
| --- | --- |
| 1 years | Heat Flexi Holidays, Siliguri, west Bengal. |
| Designation | Executive tours |
| Job profile | File handling, preparing itinerary, escorting groups, hotel booking, transport arranging and tour costing. |

|  |  |
| --- | --- |
| 1 years | Club Mahindra, Travel desk, Gangtok, Sikkim |
| Designation | Operation manager |
| Job Profile | Transport handling, costumize tour to North Sikkim, Darjeeling, |

|  |  |
| --- | --- |
| 1 years | The Edge |
| Designation | Counselor |
| Job Profile | Counseling students for various computer courses |

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| 6 months | Jetways Info Pvt, Ltd, Siliguri, West Bengal |
| Designation | Telecall Executive |
| Job Profile | Outbound call |

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| 6 months | Saffron Global, Gurgaon, |
| Designation | Sales officer |
| Job Profile | Outbound call, hard core selling |

|  |  |
| --- | --- |
| 8 months | Baxy Infosals Info Pvt, Ltd, Gurgaon |
| Designation | CCE |
| Job Profile | Outbound call, hard core selling |

The above statements are true to the best of my knowledge and belief.

PEMA RINZING SHERPA.