


 [kashmir.beautyland@gmail.com](mailto:kashmir.beautyland@gmail.com)

 7006066701



## Technical SKILLS

PROFICIENCY IN:-  
MICROSOFT OFFICE  
WORD OFFICE EXCEL  
POWERPOINT

## LANGUAGES

ENGLISH,  
URDU,  
KASHMIR,  
ARABIC,  
HINDI



## OBJECTIVE

To be dedicated in professional work & have a vertical growth in career.

## EDUCATION

**MASTER OF TOURISM AND TRAVEL MANAGEMENT**  
IGNOU Srinagar

**BACHELOR OF TOURISM STUDIES**  
IGNOU Srinagar

▫ 06/2018 - 07/2021 Sopore

**BACHELOR OF COMPUTER APPLICATIONS**  
SIKKIM MANIPAL UNIVERSITY

06/2007 - 06/2011, SIKKIM

▫ **SENIOR SECONDARY SCHOOL EDUCATION**  
GOVT. BOYS HIGHER SECONDARY SCHOOL

03/2005 - 12/2006, BARAMULLA

**SECONDARY SCHOOL EDUCATION**

▫ GOVT. BOYS HIG SCHOOL, BARAMULLA

03/2003 - 03/2005, DEWAN BAGH BARAMULLA

## CERTIFICATE COURSE

- **SCVT SKILL COURSE**

GOVT. ITI BARAMULLA

Course:

### **TOURIST GUIDE**

08/2012 - 07/2013, BARAMULLA (Six Months Certificate Course)

08/2020 - 08/2021 BARAMULLA (ONE YEAR DIPLOMA OF TOURIST GUIDE)

- Completed **Certificate Course in Hospitality (F&B)** through DB Tech Himayat Centre sponsored by Ministry of Rural Development Govt. of India

**DIPLOMA IN COMPUTER APPLICATIONS**

COMTECH INSTITUTE OF COMPUTER TECHNOLOGY BARAMULLA

06/2017, BARAMULLA

Courses Subjects:

▫ **COMPUTER APPLICATIONS, BUSINESS ACCOUNT AND MULTILINGUAL DTP**

## **WORK EXPERIENCE**

Presently working as Free Lancer Tour Guide/Escort (Guide License issued by Director Tourism Department J&K)

Worked as **Tour Manager** with Vista Tour and Travels Srinagar 2019 to 2023

Worked with **Delhi Public School, Baramulla** as Data Entry Operator And liaison officer

**09/2014 to 07/2019**

Worked With Islamia Model School, Khanpora as Computer Instructor

**04/2014 to 08/2014**

## **IBM GLOBAL SERVICES**

Worked with IBM Global Services as Technical Support Officer

Job Profile: TV, Telephone and Broadband troubleshooting

**10/2009 to 07/2010**

## **CONVERGYS**

Worked with Convergys as Technical Support Officer (Internet)

**04/2009 to 08/2009**

Worked with **SERCO BPO** as Customer Care Executive

Process: Whirlpool

**04/2008 to 02/2009**

Worked with **INTELENET GLOBAL SERVICES PVT. LTD. GURGAON**

**02/2007 – 03/2008.**

## **PERSONAL DETAILS**

FATHER: LATE NOOR MOHAMMAD KUMAR

**PERMANET ADDRESS** : KHANPORA, BARAMULLA JAMMU AND KASHMIR - 193101

**PRESENT ADDRESS**: RAJBAGH SRINAGAR J&K

MOTHERS NAME: ZAREENA BEGUM

Hobbies: Travelling, Net Surfing , Reading Newspapers

