

Sagar Jana

Salap, Uttarpolly,
Howrah-711409.

West Bengal, India.

Contact— **(+91)8276805700/(+91)9073499991**

Email Id- **Sagarjana35@gmail.com**



OBJECTIVE:-To work in hospitality industry to be a catalyst at growth, along with the company, by working efficiently to ensure guest satisfaction.

PROFESSIONAL QUALIFICATIONS :-

- I have completed a one year **Diploma** course on **Aviation, Hospitality** and **Travel management** from **Frankfinn Institute of Air Hostess Training** in the year 2017.



EDUCATIONAL QUALIFICATIONS :-

- Passed class **12th** from **Jhapordah Duke Institution** in the year 2015.
- Passed class **10th** from **Makardah Bamasundari Institution** in the year 2013.

JOB EXPERIENCES:-

Previous Organization

- **COMPANY**- Park Plaza Hotel Kolkata, Ballygaunge
- **DESIGNATION**- Front Office Associate.
- **DURATION**- From November'2017 to May'2018.
- **JOB RESPONSIBILITY**- Handling a 5 star hotel front desk,& many others.

Present Organization

- **COMPANY**- Jameson Inn Shiraz Hotel Kolkata by Cygnett.
- **DESIGNATION**- Senior Front Office Associate.
- **DURATION**- From July'2018 to till now...
- **JOB RESPONSIBILITY**- Taking full charge of a 4 star hotel Front Desk, & Travel Desk, as well as Full Reservation also.

HOBBIES:-I love to play football, Bike Riding & Reading Story Books.

EXTRA CURRICULAR ACTIVITIES:-

1. Certified as “**Best Employee of the Month**” for **May,19 & June,19** at Jameson Inn Shiraz Hotel by Cygnett.
2. Certified as a **Front Office Associate** by **NSDC** (Govt. Body of India).
3. Certificate of **Computer Application**, and **Financial Accounting** done under **Ramakrishna Mission Shilpamandira, Computer Centre**.
4. Trained in **Customer Interaction & Service** at **UDAAN-2017**.
5. Trained in “**In-Flight Familiarization Training**” under **Jet Airways**.
6. Trained in **Galileo GDS Basic & Advanced Course** at **Frankfinn**.

PERSONALITY TRAITS:- Positive, Emotionally Intelligent, Self motivated and smart working.

PERSONAL DETAILS:-

Father’s Name- Sanjay Jana
Date of Birth- 14th of August, 1997
Gender- Male
Marital Status- Single
Religion- Hindu
Nationality - Indian
Cast- General

LANGUAGES KNOWN:-

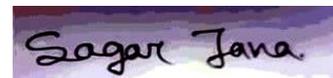
Language	Speak	Read	Write
English	✓	✓	✓
Bengali	✓	✓	✓
Hindi	✓	✓	

PHYSICAL FACTORS:-

Height	175 Cm.
Weight	80 kg.
Eye Sight	Normal

Place: **Howrah**

Date: _____



Sagar Jana