

Career Overview

Energetic Tour Manager effective at minimizing hassles and alleviating client concerns by effectively coordinating schedules adhering to event times and keeping everything running smoothly. Highly organized and skilled at making clients experience stress-free and enjoyable.

Areas of Expertise

- Management expertise
- Strong communicator
- Natural leader
- problem solving skills
- Excellent time management
- Customer Relation

Summary of Qualification

- Tours knowledge :-USA , UK Europe , Australia, New Zealand, south Africa , Malaysia, Singapore, Thailand, Colombo,UAE
- Excellent in Visa processing and telemarketing
- Comprehensive knowledge of tours and travels planning and management activities
- In-depth knowledge of event management with extensive knowledge of sales, marketing, and promotional events
- Strong knowledge of stage management and management of live show performance
- Possess strong leadership, management, communication, and organizational skills.

Country Visited

Malaysia , Singapore ,United Arab Emirates

Work Experience

- HSBC (Credit Card Tele Marketing Executive) 1994 – 1997
- ICICI (Credit Card Telemarketing Executive) 1997 – 2000
- Barclays Credit Card Personal Loan Tele Marketing 2000 - 2003
- GNS Tours Telemarketing 2003 – 2006
- Gelilio Tours Asst Business Development Manager 2006 - 2010
- Green Channel Holidays Asst Business Development Manager 2010 -2012
- Indiyan Wings Asst Business Development Manager 2012 -2013
- Fortune Tours Business Development Manager 2013 - 2015
- Holiday Mango Business Development Manager 2015 -2016
- Indiyan Wings Tours Business Development Manager 2016 -2017 (Till 19th Dec'17)

Personal Details

- Nationality : Indian
- Gender : Female
- Marital Status : Married
- Date Of Birth : 28-05-1962
- Languages Known : Malayalam & English



SONIA BALAN

Mob: 8113949739, 8848623764

Email: sonuvilayil@gmail.com

CAREER OBJECTIVE

My desire is to achieve a good career and for that I want to bring my confidence and ideas to the Organization and to the people I work with. To utilize my knowledge and whole capacity to bring welfare and prosperity for any field work.

PERSONAL DETAILS

Name	:	Sonia Balan
Father's Name	:	Balan
Address	:	Vilayil Veedu Ambalathumbhagom p o Poruvazhy Kollam-690520
Age	:	28
Marital Status	:	Single
Gender	:	Female
Languages known	:	English, Malayalam
Hobbies Interests	:	Singing, Reading, Listening
Strength	:	Leadership Quality, Friendly, Motivation Skill

EDUCATIONAL QUALIFICATION

S.S.L.C	JAYA JYOTHY HIGH SCHOOL	KERALA UNIVERSITY
PLUS TWO	GOVT H.S.S KARUNAGAPPALLY	BOARD OF HIGER
SECONDARY		
B.A	N.S.S, COLLEGE , PANDALAM	KERALA UNIVERSITY

TECHNICAL QUALIFICATION

EXPERIENCE

1. One year work experience as a Tour counselor in Indian wings holidays
Responsibilities
 - Marketing is the main responsibility
 - Make calls to the enquired customers and give the relevant information about the enquiry.
 - Make group and collect their payment
 - Sometimes call the database and prepare FIT
2. One year work experience as a Tele Caller at BOM TV in Ernakulum
3. One year work experience as a Receptionist in IDEA Customer Care
4. One Year work experience as a Executive-Marketing & Customer care in GNS Leisure Travels.
5. Three year Work experience as a SR Executive Tours in Malabar tours & Travels.
6. One Year Work Experience as senior Executive Ozone Holidays

DECLARATION

I declare hereby that the above details are true in my knowledge and belief. I do my level best for the welfare of the Organization.

Yours Faith fully

SONIA BALAN

Sonia Balan

Place: Ambalathaumbhagom

Date: 15/05/2018

TONY VARGHESE
KALLUMKALKIZHAKKETHIL(H)
KOCHARA P.O
IDUKKI
PIN- 685551
PH:+919605481598
Email:vtony8362@gmail.com



CAREER OBJECTIVE

To be a part of an organization where I can utilize my skills and leadership abilities in the most proficient manner and gather knowledge to build my career.

PERSONAL PROFILE

Date of Birth : 30/07/1995
Sex : male
Marital status : Single
Nationality : Indian
Languages known : Malayalam,English,Tamil,Hindi

EDUCATIONAL QUALIFICATION

COURSE	SCHOOL / COLLEGE	UNIVERSITY	YEAR	AGGREGATE
BTS	HOLY CROSS COLLAGE, PUTTADY	M.G. University	2015-2018	80%
Plus Two (Biology Science)	G.H.S.S ANAKKARA	Kerala Board	2012-2014	76%
SLC	ST.ANTONYS VANDANMEDU	Kerala Board	2011	70%

- Traveling
- Reading Books
- Listening music
- Bike Ride

COMPUTER KNOWLEDGE

- Microsoft Office. (MS- Word, Power Point, Hardware & Networking , Internet, e-mail.)Basic knowledge
- Visual basic

EXPERIENCE

- 1 year training experience at punarjani Resort Ramakalmedu.
- 1month training experience at Inter continental Academy

PERSONAL STRENGTH

- Communication skill
- Self confident
- Committed towards work
- Capability to understand situations

DECLARATION

I hereby declared that all the details stated above are true and correct to the best of my knowledge and belief.

Place: KOCHARA

Date :

TONY VARGHESE



TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr Tony Varghese, II year student of BTS Programme of Holy Cross College Of Management and Technology, Puttady, Idukki Dt has completed one month training in Travel agency functions, International Fares and Ticketing and Galileo Reservation from our institution from 15 Dec 2016 to 13 Jan 2017.

His character and conduct are good. We wish him all the best in his future endeavors.

Inter Continental
KOTTAYAM

TEL: 0481-2564375, 2300375

Kottayam

13 Jan 2017

Deepa R Mathew

Deepa R Mathew

(Manager)



**Mahatma
Gandhi
University**

Priyadarsini Hills P.O, Kottayam- 686560,
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E-mail: mgu@mgu.ac.in, www.mgu.ac.in

Established by Kerala State Legislature
by the Gandhiji University Act, 1985 (Act 12 of 1985)
and amended as Mahatma Gandhi University Act, 1985
by Act 11 of 1988

CONSOLIDATED MARK CUM GRADE CARD



Section : CRCSS XXVI

Name of the Candidate : TONY VARGHESE
Name of the College : HOLY CROSS COLLEGE OF MANAGEMENT &
TECHNOLOGY, PUTTADY, IDUKKI
Permanent Register Number (PRN) : 150021246514
Degree : BACHELOR OF TOURISM STUDIES
Programme : TOURISM STUDIES
Stream : MODEL III
Date of Birth : 30-Jul-1995
Date of Eligibility for the Degree : 15-May-2018



Mahatma Gandhi University

(Established by Kerala State Legislature by Notification
No.3431/Leg. C1/85/Law, dated 17th April 1985)

SLNo. 450358
15860874



Kottayam
15-May-2018

PROVISIONAL CERTIFICATE

Certified that Sri/Smt

TONY VARGHESE

has passed the following examination of the University with the details as shown below

Name of the Examination : **Bachelor of Tourism Studies**

Faculty	: SOCIAL SCIENCE
Permanent Register Number	: 150021246514
Year of Admission	: 2015
Stream	: Model III - Tourism Studies
Total Credits	: 120
Programme CCPA	: 7.60
Grade	: B
Month and Year of Passing	: March 2018

Section : CBCSS XXVI

Checked by

Anela

Section Officer

[Signature]



[Signature]

for CONTROLLER OF EXAMINATIONS

DIPLOMA

awarded to

Vishnu V. B

who passed

Travel and Tourism Consultant

Montreal, December 2015



Nicoll Chomé, Deputy CEO
United Federation of Travel
Agents' Association



Tony Tyler, Director General & CEO
International Air Transport Association



ICST IN



IATA Training & Development Institute

KNOWLEDGE • EXPERIENCE • NETWORKING • SKILLS • RESULTS



VISHNU V B

E-mail ID :vbvishnu55@gmail.com

Mobile: 7293757715

CAREER OBJECTIVE

To emerge as a Hard Core professional in Travel industry and prove myself as an important part of the organization by the achievement of given target and to work in challenging project that will utilize my educational background and expand my knowledge.

WORK EXPERIENCE

(1) Job Title	: Sales and Operation Executive
Organization	: Galaxy Travel Holidays
Date of employment	: April 2017 to Till now

Duties and Responsibilities-

- Meet all operation works of packages.
- Generate new ideas & packages for customers.
- Maintain reports to all activities.
- Tour Escort
- Meet quantitative and qualitative targets.
- Making Itineraries of different countries
- Preparing packages for groups & customized tour
- Preparation of costing sheets.

(2) Job Title	: Tour Executive
Organization	: INDIANWINGS HOLIDAYS

Date of employment

: April 2016 to Mar 2017

Duties and Responsibilities-

- Identify new business opportunities.
- Sales and Marketing
- Tour escort
- Generate new ideas & packages for customers..
- Meet quantitative and qualitative targets.

EDUCATIONAL QUALIFICATION

1. **Bachelor of Arts:** specializations in **Sociology** with an academic record of 50%, from Sacred Heart College Thevara, Cochin - MG university, Kottayam

2. **IATA/UFFTA Travel Consultant Diploma :** with an academic record of 70%, from Kannanthanam School of Tourism Study.

ACADEMIC PROJECTS

- "A Study on Women Empowerment and Self Help Groups(Kudumbasree). During Under graduation.

Reference

1. Mr. Unnikrishnan
Asst. Manager
ITL WORLD
Ph. 09633264844

2. Ms. Anju Chandra S
Operations Manager
GALAXY TRAVEL HOLIDAYS
Ph. 9633519153

COMPUTER SKILLS