

## CURRICULUM - VITAE

**KUNAL UNIYAL**

**H.No. - A1/264 Phase 5, Aya Nagar Extension**

**New Delhi - 110047**

**Mobile No. - 9899808828**

**Email id - kunal.uniyal2010@gmail.com**

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### **CAREER OBJECTIVES:**

To work with an organization with the best of my ability and having an urge to establish myself as a true professional for the growth of the organization.

### **ACADEMIC CREDENTIALS**

2002: Passed All India Certificate Examination, C.B.S.E. New Delhi.

2004: Passed All India Senior Secondary Certificate Examination, C.B.S.E, and New Delhi.

2014: Completed Bachelor of Arts from Delhi University

### **Experience:**

2012: Hotel Crossroad, Gurgaon as a Sales Coordinator for 1 year

2013: **PreferTrip** as a Backend till May'17

2017: Working as Process Associate in IGT SOLUTIONS PVT LTD (**Travel Click**) from October 2017 to as on (Regular basis).

### **Current Job Profile:-**

Handling the Work allocation sheet and assigning work on daily basis.

Preparing DSR and productivity reports.

Monitoring team work performance.

Checking and creating hotels room reservation on CRS & GDS for travel agent

Handling all hotel bookings reconfirmations

Booking generate/Modify/Cancellation

**PERSONAL SKILL:-**

Optimistic, Workaholic can work 24x7, Computer Savvy, Flexibility, Adaptability and Ability to work in team.

**TECHNICAL KNOWLEDGE:** - MS Office, MS Excel, Power point.

**HOBBIES AND INTEREST:-**

Listening Music  
Surfing Internet

**PERSONAL DETAILS:-**

Date of Birth	: 8th September 1985.
Sex	: Male
Marital Status	: Married
Religion	: Hindu.
Language Known	: Hindi and English.

I here declare that the information formed above is true to my knowledge.

DATE: - \_\_\_\_\_