

AKSHAY V. SALVE

Travel & Tourism Professional

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PROFILE

To work with a leading organization in travel and tourism and to use my analytical thinking and my educational learning to the best of my ability combined with perseverance, so as to contribute to organizations growth and goal, as well as to attain my professional goal.

EDUCATION

Masters, Travel & Tourism Management

Department of Tourism Administration

Dr. Babasaheb Ambedkar Marathwada University

Aurangabad, Maharashtra

Passed; May - 2020

Marks 72.60%

1st Division (A+)

Bachelor, Science

Dr. Babasaheb Ambedkar Marathwada University

Aurangabad, Maharashtra

Passed; Nov - 2018

Marks 50.51%

2nd Division

H.S.S.C

Vivekanand College

MSBHSE

Aurangabad, Maharashtra

Passed; Mar- 2013

Marks 45.83%

2nd Division

S.S.C

Saint Xavier's High School

MSBHSE

Aurangabad, Maharashtra

Passed; Mar -2011

Marks 64.60%

2nd Division

PROFESSIONAL QUALIFICATION

- MS-CIT from MKCL Pune
- C & C++ from Seed InfoTech, Aurangabad
- English, Marathi, Hindi Typing @ 40 WPM

COMPUTER PROFICIENCY

- Word 2010
- Excel 2010
- Power Point 2010

SKILLS

- | | | |
|--------------------|----------------------|-----------------|
| • Leadership | • Good Communication | • Teamwork |
| • Event Management | • Man Management | • Presentations |

WORK EXPERIENCE

Travel & Tour Coordinator

June 2020 – May 2022

Blue Lotus Travel Company, Aurangabad, Maharashtra

Duties and Responsibilities:-

- Determining clients & needs and suggesting suitable travel packages.
- Organizing travels from beginning to end, including tickets, accommodation and transportation.
- Supplying travelers with pertinent information and useful travel/holiday materials.
- Use promotional techniques and prepare promotional materials to sell itinerary tour packages.

- Handle unforeseen problems and complaints and determine eligibility for money returns.
- Attend conferences to maintain familiarity with tourism trends.
- Maintain relationships with key persons.
- Keep financial statements and documents.
- Reach the revenue and profit targets.

Event & Travel Coordinator (Freelancer)

April 2015 – Oct 2019

Maharashtra

Duties and Responsibilities:-

- Determining client's needs and overseeing particular tasks related to the event planning process.
- Meeting with vendors at the venue to help with set-up, collecting (pre-agreed upon) supplies and Decorations, and working with staff to ensure the completion of a successful event.
- Day-to-day administrative work such as issuing invoices and collecting payments
- Coordinating multiple events at once
- Creating an event proposal that fits the client's requirement
- Networking and creating future sales opportunities at the event

INTERNSHIP

20 April 2019 – 05 July 2019 (45 Days)

Goa Tourism Development Corporation Ltd.

Panjim, Goa

15 August 2020 – 30 August 2020 (15 Days)

Unschool.in (Unschool Community Influencer)

Aurangabad, Maharashtra

MEMBERSHIP

- Pacific Asia Travel Association (PATA) Youth
- All India Council for Technical Skill Development (AICTSD)
- National Institute for Technical Training & Skill Development(NITTSD)

LANGUAGES KNOWN


- English
- Hindi
- Marathi

PERSONAL DETAILS

Father's Name:	Mr. Vijay Salve	Marital Status:	Single
Birthday:	April 11, 1995	Nationality:	Indian
Gender:	Male		

Declaration

I, Akshay Salve, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.



 AkshayV. Salve

Aurangabad, Maharashtra