



Neeraj Pawar

Travel Counsellor

To work in a challenging atmosphere by exhibiting my skills with utmost sincerity and dedicated smart work for organization's as well as personal growth.

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WORK EXPERIENCE

Travel Counselor

Carlson Wagonlit Travel / Teleperformance

03/2017 – 2020

Pune

Worked for 2 years in Carlson Wagonlit Travel & 1 year 6 months with Teleperformance for Wings Invoicing & Calling

Achievements/Tasks

- Part of Wings Invoicing Team whose task was to create invoices for all travel sectors e.g. Air, Hotels, Cruise, Rails etc. for France.
- Led Team for UK process which involved running micros on daily received data and work distribution as the the count.
- Extensively Worked on AMEDEUS, Galileo and Saber GDS for invoice creation based on data retrieved from Customer PNRs.
- Development and execution of Micros , pure table etc on Microsoft Excel for invoicing process.
- Client Certificates of Appreciation and Rewards for best performance.

EDUCATION

PG in Travel and Tourism Management

Thomas Cook University

2016 – 2017

Courses

- Travel Management
- AMEDEUS Travel Software

B.sc in Hospitality studies

Mumbai university

2014 – 2016

Diploma in Automobile engineering

Kohinoor Institute

TECHNICAL SKILLS

AMEDEUS

Galileo GDS

Saber GDS

Microsoft Office

MSCIT

Ticketing

Skill

Voice Calling Process

SKILLS

- Effective organizational and time management skills, with a strong ability to manage multiple complex projects and shifting timetables
- Ability to build sustainable relationships with clients
- Knowledge of reservation systems (GDS)
- Ability to adapt quickly to fast paced environment
- Strong attention to detail and accuracy
- Build trust while being reliable and dependable
- Knowledge of Voice Calling Process

LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

Marathi

Full Professional Proficiency

INTERESTS

Cooking

Travel