

# **Curriculum Vitae**

**ARPITA CHRISTIAN**

**Contact : +91-9662364910**

## Personal Details

**Name** : Arpita Christian

**Address** : 65/A, Praduman Society,  
Near Sindhvai mata,  
C.T.M Ramol road,  
Ahmedabad-380026.  
Gujarat.

**Mobile** : +91-9662364910.

**Email** : [arpita.christian1@gmail.com](mailto:arpita.christian1@gmail.com)

**DOB** : October 24<sup>th</sup>, 1985

**Height** : 158 cms

**Weight** : 54 kg

**Vision** : Normal

**Passport No** : J1353326

**Languages Known** : English , Hindi , Gujarati

## Career Objective

To gain in-depth knowledge and to become a successful entrepreneur in the field of Aviation Industry with development of personal values.

## Personal Skills

- Excellent problem solving skills
- Keen learner & enjoy learning new techniques
- Can work under pressure
- Hard working and reliable
- Effective team player
- Good communication & interpersonal skills
- Relating well to people & can adapt to most situations
- Outstanding command over Mathematics and high number crunching ability.

## Others

- Honest & loyal
- Approachable & down to earth
- Reliable & trustworthy

## **Qualification**

- Sep08-Mar09 – Had studied Diploma in Hospitality management ( one Semester)  
(Whitireia community polytechnic)
- 2004\_2008 – Bachelor of Physiotherapy (First class)  
(Allahabad Agricultural deemed University)
- 2002\_2003 – Schooling (India)

## **Extra activities**

- Successfully completed First Aid Training From Indian Red Cross Society.
- Successfully completed Airport Handling & Navitaire training program from Spice Jet Airline.
- Successfully completed Basic Cabin Crew Training Course from well known Frank Finn Management Consultants.
- Successfully completed Aviation, Hospitality & Travel Management course from well known Frank Finn Institute of Air Hostess Training.
- Successfully completed Galileo CRS Training level 1 & 2 from Galileo India.

## **Professional skills**

- Excellent computer knowledge(MS windows, MS Excel-Word, Power point, Internet etc.)
- Substantial experience in online research.
- Customer service
- Phone handling

## **Employment Details**

1. 21 Aug-2007 – 27 Sep-2008 SpiceJet Airline (Customer service executive)

### Responsibilities

- Customers service with smile
- Handling Ticket Reservation
- Issuing Boarding pass
- Handling departure gate
- Ramp Coordination
- Handling baggage's make up area
- Handling Arrivals passengers
- Escorting meet & assist mass passengers

2. 09 May 2010 Spicejet Airlines as Cabin Crew.

3. 23 Nov 2010 – 24 Mar 2011 Vodafone (Enterprise Business Unit )

- Handling corporate Accounts
- Looking after numbers activation , deactivation
- Porting whole corporate account with ease
- Carrying out migrations, porting end to end process

4. 15 Jan 2012 – 22 Dec 2014 Ethos Swiss Watch Studio ( Sr. CRE )

- Selling Watches
- Ordering stocks
- Preparing reports
- Display of Watches
- Responding to e-mails and arranging watches for the customer according to the requirement
- Handling billing system

5 . 16 Feb 2015 - 07 Jan 2016 Aldo Accessories ( ASM )

- Perparing budgets and targets
- Preparing reports
- Visual Mechandising (As per AGI guidelines )
- Responding to e-mails and arranging products for the customer according to the requirement
- Handling billing system
- Cash management
- Petty Cash Handling

6. 01 Sep 2016 - 15 Feb 2017 GAS ( RBL ) ( ASM )

- Perparing budgets and targets
- Preparing reports
- Visual Mechandising ( As per GAS standard )
- Responding to e-mails and arranging products for the customer according to the requirement
- Handling billing system
- Cash management
- Petty Cash Handling
- Home Shopping
- Inventory Management ( Inward and Outward of stock )

## 7. 03 July 2017 - 30 Aug 2017 Accessories ( ASM )

- Preparing budgets and targets
- Preparing reports
- Visual Merchandising (As per AGI guidelines )
- Responding to e-mails and arranging products for the customer according to the requirement
- Handling billing system
- Cash management
- Petty Cash Handling

### **Pen-Picture**

I portray myself as an extrovert person. I like to communicate with people. I foresee my tomorrow as being an integral part of the organisation, performing with best of my potential. My focus is SERVICE INDUSTRY. I am an observant person, as I like to Know different cultures and traditions. The height at which an aircraft flies motivates me for becoming the best giving all my hardwork , dedication and loyalty to my profession.

### **Interests**

- Playing outdoor sports
- Travelling
- Listening music
- Watching movies
- Making friends