

CURRICULUM VITAE

SUNIL KUMAR Contact No :+971564046743 [Dubai]. Email: sunilsandhu99@yahoo.com .	
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Objectives:

I am reliable, trustworthy, hardworking and eager to learn and have a genuine interest in hospitality business. I try to learn something new from every experience because I believe there is always room for self - Improvement both personally and professionally. I am keen to find a new challenging position within a successful and dynamic organization where i will be able to continue to develop my competitive organization skills.

Education/qualification:

GRADUATION	HPU SHIMLA, INDIA	MARCH 2000
INTERMEDIATE	HPBOSE DHARAMSHALA	MARCH 1996
MATRICULATION	HPBOSE	MARCH 1993

Academic Qualification:

DIPLOMA IN COMPUTER APPLICATION	HARTRON CHANDIGARH, INDIA.	DEC.2002
FIRE FIGHTING COURSE	EMIRATES AVIATION COLLEGE DUBAI, UAE	March, 2013

Work Experience :

- Worked in **UNITED COLORS OF BENETTON** as a Computer Operator cum Sales executive from 21st March, 2000 to 31st March 2003.
- Worked in Hotel **NANDINI PALACE** as a Store Keeper from 15th May, 2006 to 16th July, 2008.
- Worked in Hotel **SANGAM BAR & RESTAURANT** as a Store Keeper from 20th May, 2008 to 30th September, 2009.
- Worked with **Maruti Suzuki** as a Team Leader from November, 2009 to September 2012. Job profile in car sales department, leads for the sales team, like car services operations, customer services operations, give the right information and briefing to the subordinate.
- Presently working with **TRANSGUARD GROUP LLC** as a security Officer in Emirates Group Security Aviation Facilities and Accommodation Group Security.Dubai from Feb, 2013 to till date.
- Having **UAE Manual Driving License** issued by **RTA Dubai**. License no: 4183702.

Roles & Responsibilities

- Ability to select an effective course of action appropriate to any current situation while following procedures.
- Dealing with unruly people in a diplomatic way.
- Ability to maintain composure when exposed to stress.
- Neat and professional appearance.
- Outstanding customer service skills and focus.
- Able to memorize different faces.
- Strong work ethic, self-starter, results oriented.
- Able to handle sensitive and confidential situations.
- Operating complex and standard office equipment.

Key Abilities/Achievements:

- UAE and Gulf working experience
- Able to competently deal with complaints and feedback.
- I have always been focused to exceed the customer's satisfaction.
- I have the ability of handling pressure well.
- I can work effectively as an individual and as a part of a team.
- I am humble and respectful.
- I have positive attitude with integrity and determination.
- Introduction to the Arabic expressional phrase
- Exposed to most safety UAE law.
- Fire & Safety (Emirates Group Aviation Colleague), Dubai
- First Aid (Emirates Group Aviation Colleague), Dubai
- POD (Emirates Group Aviation Colleague), Dubai
- AVSEC Training (Emirates Group Aviation Colleague), Dubai
- Ability to lead others and good command of instructions.

Personal Profile:

Name : Mr. Sunil Kumar
Father's Name : Sh. Tulsi Ram
Date of Birth: 25th June, 1977
Nationality: Indian
Sex: Male
Religion: Hindu
Marital Status: Married
Language Known: English, Hindi.

Hobbies:

Travelling to different place
Meeting peoples having great personality
Developing relationship with great people

Passport Details:

Passport No: K1432019
Date of Issue: 27/12/2012
Date of Expiry: 26/12/2022
Place of Issed : SHIMLA, HIMACHAL PRADESH, INDIA.
Visa Status: Residence Visa.

I **Sunil Kumar**, hereby declare that above given information is correct and reliable as per the best of my knowldge, on the basis of the above give capabilities i am very much sure to bring the resolutions in my surroundings

REFERENCES AND DOCUMENTATION.

I am ready to provide the names of my references and my certification documents, whenever required.

SUNIL KUMAR

Place : Dubai, United Arab Emirates.