

### MUKTHAR AHAMMED NAHA

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  BEHIND AYURVEDA HOSPITAL
  WESTHILL CHUNGAM,
  KOZHIKODE 673005

### 

Ms office excel, fine calculation, inventory controlling, mail sending, data receiving, incoming calls attending spreadsheet

### Interests

MS EXCEL

SURFING THROUGH INTERNET

PARTICIPATING IN SOCIAL ACTIVITIES

**FOOTBALL** 

**READING** 

**SWIMMING** 

**PHOTOSHOOT** 

### Reference

HAREESH MOHANAN - "HOTEL AISWARYA"

MANAGING DIRRCTOR harish3232@gmail.com 9895385136

# Language

ENGLISH MALAYALAM TAMIL HINDI

READ - ENGLISH, MALAYALAM WRITE- MALAYALAM, ENGLISH

## Objective

To obtain an entry-level Hotel field position at a respected organization and utilize the educational qualifications I've obtained at kerala state board of education

## Experience

Hotel aiswarya
Front office receptionist
FRONT OFFICE RECEOTIONIST,HOUSEKEEPING
SUPERVISING,
F&B EXECUTIVE,NIGHT AUDITING

March 2019
- March
2020

### **★** Education

**SGVHSS** 

Sslc

91%

GOVT BOYS HIGHER SECONDERY SCHOOL, PARAYANCHERY
PLUS TWO

2017

2015

### Achievements & Awards

Revenue or sales i increased for the company Money i saved for the company Time i saved for the company Problems i identified and solved Ideas or innovations i introduced Procedures or systems i developed, implemented, or optimized Special projects i worked on Industry awards i won (i.e., Best Front office desk department in whole hotels) Work-related awards you won (i.e., best in division department of The Year) Promotions to higher positions i got in our job Additional training i completed and professional certifications i received Funding, grants or scholarships I received Popular publications, reports or presentations i (co)authored Blogging and influencing on social media Media coverage i gained for the company Other accomplishments such as volunteering or achievements in sports