



# RENU MATHEW

Palakkattuparambil(H), Mananthavady(PO), Wayanad,  
Kerala, Pin:670645

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## Objective

Seeking a position that offers learning opportunities and growth by utilizing my skills and abilities in management and prove myself as an important part of the organization by the achievements of given targets and work in challenging projects that will utilize my educational background and knowledge.

## PERSONAL BACKGROUND

- Date of Birth : 26/08/1993
- Gender : Male
- Religion : Christian
- Marital Status : Single
- Nationality : Indian
- Passport : P6881957

## Experience

- **SERCO/Dubai International airport** Aug 2021 - Aug 2022  
CUSTOMER SERVICE AGENT
  - PASSENGER HANDLING AND INFORMATION DESK
  - BOARDING PASS
  - HANDLING OF ARRIVING AND DEPARTURE FLIGHTS
- **Blue Bell Information Technology LLC.** Apr 2021 - Jul 2021  
CUSTOMER SUPPORT EXECUTIVE
  - SYSTEM WORKS
  - ASSIST THE CUSTOMER BY VERBAL COMMUNICATION
  - RECEIVE MONEY AND DEPOSIT TO THE ACCOUNT
- **Creative Holidays(India) Pvt. Ltd.** Apr 2017 - Oct 2019  
JR./TOUR EXECUTIVE
  - ASSISTING THE OPERATIONS (DOMESTIC TOUR PACKAGES)
  - RESERVATION AND ACCOUNTING
- **Thomas Cook India Ltd.** Feb 2016 - May 2016  
FOREIGN EXCHANGE
  - CURRENCY SERVICE

## Education

- **Euro Tech Maritime Academy** 2019  
STCW(Standards of training, Certification and Watch keeping)
- **Mysore University** 2016  
MTA(master of Tourism Administration)

- **GVHSS Mananthavady** 2011  
Higher Secondary
- **GVHSS Mananthavady** 2009  
SSLC

### Skills

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- Excellent Listener
- Budget Management
- Friendly, Courteous and Service Oriented
- Poised under pressure
- Staff Training and Coaching

### Languages

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- Malayalam
- English
- Hindi
- Tamil
- Kannada

### DECLARATION

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- I here by declare that all the information provided above is true to the best of my knowledge