



## SAIKUMAR BODDUPALLI

**Address:** Dubai, Dubai, United Arab Emirates

**Email address:** [boddupallisaikumar007@gmail.com](mailto:boddupallisaikumar007@gmail.com) **Phone number:** (+971) 559803112

**Gender:** Male **Date of birth:** 19/12/1999 **Nationality:** Indian

### ABOUT ME

To contribute to the experience of the hotel's customers by consistently maintaining the cleanliness and upkeep of the various rooms and facilities

### WORK EXPERIENCE

[15/11/2023 – Current ] **Guest Service Agent**

[ ARADA ] Transguard Group LLC

**City:** Sharjah

**Country:** United Arab Emirates

#### Main activities and responsibilities:

- Greeting guest upon arrival and making them feel welcomed.
- Administering check-ins and check-outs.
- Providing front desk services to guests.
- Assigning rooms and taking care of administrative duties.
- Delivering mail and messages.
- Coordinating with bell service and staff management.
- Being a source of information to guests on various matters such as transport and restaurant advice.
- Processing meal and beverage requests.

[ 13/01/2021 – 27/10/2023 ] **Guest Service Agent**

[EMMAR] EMRILL Services LLC

**City:** Dubai

**Country:** United Arab Emirates

#### Main activities and responsibilities:

- Greeting guest upon arrival and making them feel welcomed.
- Administering check-ins and check-outs.
- Providing front desk services to guests.
- Assigning rooms and taking care of administrative duties.
- Delivering mail and messages.
- Coordinating with bell service and staff management.
- Being a source of information to guests on various matters such as transport and restaurant advice.
- Processing meal and beverage requests.

[ 24/10/2019 - 04/06/2020 ] **Guest Service Agent**

*Delta Hotels Marriott Jumeirah Beach*

**City:** Dubai

**Country:** United Arab Emirates

[ 14/05/2018 - 14/11/2018 ] **Trainee Guest service Agent**

*AVASA HOTEL*

**City:** Hyderabad

**Country:** India

**EDUCATION AND  
TRAINING**

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[ 2014 ] **Secondary school education**

*Greenwood high school Hyderabd,India*

[ 2015 - 2017 ] **Intermediate**

*Narayana Jr collage Hyderabad, India*

[ 2017 - 2018 ] **Diploma in Hotel management**

*JNTU Univercity Hyderabad, India*

## **DIGITAL SKILLS**

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### **My Digital Skills**

OPERA | MS Office (MS Word, MS Powerpoint, MS Excel, MS)

## **HOBBIES AND INTER-ESTS**

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**Travelling Browsing Photography**