

Last Updated : **May 29, 2018**

## **MAHBUBUL FARAH**

Address: House#220, Road#08, East Goran, Khilgaon , Dhaka-1219  
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email:farahmondal@gmail.com



### **Career Objective:**

To attain a job that leads to an exelevnt career path where i can use my knowledge,skills effectively subject to satisfactory perfoemence

### **Special Qualification:**

National Certificate course on Travel Agency and Tour operation from National Hotel and Tourism Training Institute Of Bangladesh Parjatan Corporation

### **Employment History:**

**Total Year of Experience : 8.2 Year(s)**

#### **1. Front Office Supervisor ( March 1, 2016 - April 30, 2018)**

##### **Sea Palace**

Company Location : Cox`s Bazar, Bangladesh  
Department: Front Officers

#### **2. GUEST SERVICE AGENT ( December 4, 2012 - November 30, 2014)**

##### **MILLENNIUM AL-Wahda, Abu Dhabi**

Company Location : Abudhabi, UAE  
Department: FRONT OFFICE

##### **Duties/Responsibilities:**

Front Desk Operations

#### **3. Guest Relation Officer ( February 2, 2009 - September 30, 2012)**

##### **Emirates Palace Kempinski**

Company Location : P.O Bx.39999. Abu Dhabi, UAE  
Department: Front Office

##### **Duties/Responsibilities:**

Welcoming Guest, Preparing Blue Reports, Brief The Next shift, Courtesy calls, Ordering amenoties, Escorting guests  
Show around and asisst to meet the Guest needs.

#### **4. Reservation Officer ( September 1, 2005 - January 28, 2006)**

##### **Aeroways Ltd.**

Company Location : Bijoy Nagar, Paltan, Dhaka, Bangladesh  
Department: Sales

##### **Duties/Responsibilities:**

Flight Reservations & Ticketing

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of Business Administration (BBA)	Business Administration	Asian University of Bangladesh	CGPA:3.42 out of 4	2003	4yrs.
HSC	Commerce	Rajshahi New Govt. Degree College Rajshahi	First Division, Marks :66%	1999	2 Years
SSC	Science	Rajshahi Collegiate School, Rajshahi	First Division, Marks :71%	1997	-

**Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Language Course	Basic Russian	Language Institute, University of Dhaka	Bangladesh	Dhaka, Bangladesh	2016	06 Months
Front Office Essentials	Front Office Operations, Opera Hotel Edition, Sales Technique.	Emirates Palace , Abu Dhabi	United Arab Emirates		2012	1 Month
Customer Service	Customer care & Compliance Handling	Abu Dhabi Tourism Authority (ADTA)	United Arab Emirates		2012	1 Week.
National Certificate Course ( NCC )	Travel Agency& Tour Operation, Amadeus and Galileo.	National Hotel & Tourism Training Institute Of Bangladesh Parjatan Corporation.	Bangladesh	Dhaka	2005	4 Months

**Professional Qualification:**

Certification	Institute	Location	From	To
cross training in Front Desk, Concierge, Guest Service, Sales&Reservation	Millenium Al-Wahda, Abu Dhabi	Abudhabi, UAE	September 1, 2012	February 25, 2013
Front Office Essentials	Kempinski, Abu Dhabi, Emirates palace, UAE	Abudhabi, UAE	March 1, 2012	April 30, 2012

**Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 35000  
 Expected Salary : Tk. 30,000  
 Preferred Job Category : General Management/Admin, Hospitality/ Travel/ Tourism,  
 : Waiter/Waitress, Chef/Cook  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Country : Netherlands, South Africa, Canada, Mauritius, Seychelles,  
 : United Arab Emirates  
 Preferred Organization : Logistic/Courier/Air Express Companies, Embassies/Foreign  
 Types : Consulate, Hotel, Airline, Travel Agent, GSA, Tour Operator,  
 Transport Service

## **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"><li>• Administration</li><li>• Marketing</li><li>• Training &amp; Development</li></ul>	Hotel & Hospitality management, Travel Agency & Tour operation and crs(Galileo, Amadeus), Hotels and Resorts Marketing and Opera.

## **Language Proficiency:**

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High
Arabic	High	Low	Medium
Spanish	Medium	Low	Medium
Hindi	Medium	Low	High

## **Personal Details :**

Father"s Name : Md. Abdus Samad  
Mother"s Name : Jebun Nessa  
Date of Birth : September 25, 1982  
Gender : Male  
Marital Status : Married  
Nationality : Bangladeshi  
Religion : Islam  
Permanent Address : 1039/B, Ganda Bazar , Ganda, Savar, Dhaka-1239  
Current Location : Dhaka

## **Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Mr. Kees Heuveling	Sq. Leader Zahidul Islam
Organization	: Emirates Palace Kempinski	Us-Bangla Airways
Designation	: Hotel Manager	Captain
Address	: Emirates Pqalace, Abu Dhabi, UAE	House#17, Road#16, Sec#13, Uttara, Dhaka
Phone (Off.)	: +971 2 6909000	
Phone (Res.)	: +971-2-6909000	
Mobile	:	01674264511
EMail	:	
Relation	: Professional	Relative

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