

Khushboo .

Customer Service Executive

📍 Shire Oak Rd, Headingley, Leeds LS6 2DE, UK

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Languages

English

Hindi

About

I am currently persuing Masters in International Hospitality Management from Leeds Beckett University and searching for a part time work to fit around my studies.I want to contribute to the growth of company and also to my professional and personal growth as well.

BRANDS WORKED WITH

- Indira Gandhi International Airport
- Infotech
- Silver Lining- Dwarka- Sector 16

Experience

- Silver Lining- Dwarka- Sector 16 | May 2023 - Nov 2023
 - Supporting people with social and physical activities as well as basics such as eating and drinking.
 - Assist with personal care.
 - Preparation of daily meals and support with feeding and hydration.
 - To complete written reports of completed tasks after each visit and record all observations and medication.
- Customer Service Executive
 - Indira Gandhi International Airport | Dec 2021 - Dec 2022
 - Serving food and dealt with customers
 - Helped customers to get lounges services and checking for flights
 - Attended calls for boarding gate queries and food arrangements.
- Customer Service Agent
 - Infotech | Dec 2018 - Jun 2021
 - Worked towards customer satisfaction
 - Dealt with bookings and reservations of rooms and flights refund
 - Attended queries on call



Education & Training

- 2017 ● Air Creater Academy
 - Diploma: Aviation and Hospitality,
- 2021 ● IGNOU
 - Bachelor's: Economy,,