

## **CURRICULAM VITAE**



**NEETHU TS**

**Flat 1402 Ahalia Hospital**

**Hamdan Street, Abu Dhabi.**

**PIN :2419**

**E-Mail:** neethuthulasidaran06@gmail.com

**Mobile: +971 561437738**

**Phone: +971 565819983**

### **Personal Information**

**Husband Name:**

Seafson Parassery Alex

**Date Of Birth**

06-10-1990

**Religion**

Christian

**Sex**

Female

**Nationality**

Indian

**Marital Status**

Married

**Passport:**

S8957758

## **OBJECTIVE**

To work in a healthy, innovative and challenging environment extracting the best out of me, which is conducive to learn and grow at professional as well as personal level thereby directing my future endeavors as an asset to the organization.

## **EXPERIENCE**

Working for Bird Worldwide Flight Services(Dedicated to GULF AIR) Cochin International Airport.

### **Responsibilities:**

Reporting to the Airport Manager (GULF AIR)

### **Job Profile:**

- Preparation of payments for suppliers and follow-up of receivables from customers
- Preparation of statement, handling petty cash.
- Assist passengers in check-in and boarding formalities.
- Record passenger feedback, customer queries, advice customers on flight disruptions and reservation information.
- Review travel documents for irregularities prior acceptance of passengers.
- Pre-flight immigration coordination to meet On Time Departure • Coordinate crew/flight Hotel reservations, crew wake-up calls • Handle multiple Ground Handling priorities.
- Flight Boarding & reconciliation.
- Handling of Mishandled Baggage with the Help of **World Tracer Management**.

**TECHNICAL SKILLS:** Basics knowledge of computer, C, C++, JAVA

## **STRENGTHS**

- Flexibility.
- Patient in nature.
- Positive learning attitude.
- Adaptability.
- Hardworking.
- Honest.

## **EDUCATIONAL QUALIFICATION:**

### **POST GRADUATION**

**MBA** : AIRLINE AND AIRPORT MANAGEMENT University :  
Bharathiar University, Coimbatore  
Institute : Phoenix Aviation Training Academy  
Year : 2013-2015

### **GRADUATION**

Course : Bachelor of Computer Application (BCA).

University : University of Madras

Year 2013

### **HIGHER SECONDARY**

+2 : Commerce

Board : Board of Higher Secondary Examination, Kerala

School : Fathimamatha Girls Higher Secondary School, Idukki.

### **SECONDARY**

10<sup>th</sup> : All

Board : Board of Public Examination, Kerala

School : St'Mary's High School Mankulam, Idukki.

### **REFERENCE**

Mr. R. K. Suresh

Airport Manager

Ground Operation Gulf Air

Mob: +91 9895397816 Email:

[sureshravanasamudram@gulfair.com](mailto:sureshravanasamudram@gulfair.com)

**DECLARATION**: I hereby declare that the above written particulars are true and correct to the best of my knowledge and belief.

**Yours Sincerely,**

**Neethu T S**

