

Nitesh Jindal  
C/o Maman Chand & Company  
Haily Mandi  
Gurgaon-122504  
Contact No. 8588867063  
Email Id-niteshjindal2802@gmail.com

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### Summary of Skills

Good learner, sincere, hardworking and a good team worker, innovative, dynamic and result-oriented, take initiatives and work in a planned manner to achieve the pre-defined targets

### Career Objective

Move up in the corporate world with polished managerial attributes so as to attain a high and respectable position.

### Education:-

- 10<sup>th</sup> Passed From C.B.SE.
- 12<sup>th</sup> Passed From C.B.SE.
- B. Sc in Hotel Management Catering Technology and Tourism Dr. M. P. S. Group College of Hotel Management (Punjab Technical University)

### Training:-

- 90 Days Vocational Training in Housekeeping Department From "1589 City Mark Hotel of Clark Group" Gurgaon.
- 152 Days Industrial Training from "1589 City Mark Hotel of Clark Group" Gurgaon.

### Work Experience

- Work with Rapid Metro Gurgaon Limited as Facility Officer from October 2013 to till date.  
**1 April 2017 Promoted as a Senior facility officer in Rapid Metro Gurgaon\_**

### Work Responsibilities:-

- Housekeeping management
- Pest control management
- Handling a team more than 500 person
- Staff training & briefing

### Other Skill:-

- Basic Knowledge of Computer.(Microsoft Word, Microsoft Excel)

## Personal Details

Father Name : Mr. Ravi Jindal  
Mother Name : Mrs. Darshana Jindal  
Date of Birth : 28<sup>th</sup> February, 1991  
Permanent Address : C/o Maman Chand & Company, Haily Mandi  
Tehsil-Patuadi Distt-Gurgaon-122504  
Marital Status : Married  
Nationality : Indian

**(Nitesh Jindal)**