

Curriculum vitae

Personal Information

FIRST NAME / SURNAME	Jui Mhatre
ADDRESS	Bordi, Dahanu Road 401701
TEL	+91 8390434849
FAX	—
EMAIL	jui05mhatre@gmail.com
NATIONALITY	Indian
DATE OF BIRTH	05.09.1995
GENDER	Female

DESIRED POSITION	Project Manager
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Work Experience

DATES	January 2020 - Present
POSITION	Branding Consultant
RESPONSIBILITIES	Graphic designing consultations for efficient marketing. Designing print media and social media posts. Creating campaigns and assisting with the sales team.
EMPLOYER / ADDRESS	Borigaon, Talasari
TYPE OF BUSINESS	Winery
DATES	January 2019 - December 2020
POSITION	Guest Relations Manager
RESPONSIBILITIES	Front Office operations, coordinating with all departments for a first class Guest experience, VIP Guest handling, Duty Manager.
EMPLOYER / ADDRESS	Aamby Valley City, Lonavala
TYPE OF BUSINESS	Hospitality
DATES	February 2018 - January 2019
POSITION	International Tour Manager
RESPONSIBILITIES	Tour organising and assisting Guest on international group tours, Complaint handling, Tour guide.
EMPLOYER / ADDRESS	Mumbai, Bandra.
TYPE OF BUSINESS	

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Education and Training

DATES	June 2013 - March 2017
QUALIFICATION AWARDED	Specialised in Visualisation with A+ grades.
PRINCIPAL STUDIES	Visualisation, Graphic Designing
INSTITUTION	Bharti Vidyapeeth College of Fine Arts – Degree

DATES	June 2011 - February 2013
QUALIFICATION AWARDED	Computer science Grade A
PRINCIPAL STUDIES	Science
INSTITUTION	Godrej Junior College -Bordi.

Skills and Competences

LANGUAGE SPOKEN	English
OTHER LANGUAGE(S)	Marathi, Hindi, Gujrati

SOCIAL SKILLS AND COMPETENCES	Highly organised and qualified individual with good interpersonal skills. 8/10
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ORGANISATIONAL SKILLS AND COMPETENCES	Good at persuasion and convincing strategies. 9/10
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COMPUTER SKILLS AND COMPETENCES	Adobe Suite, IDS, Microsoft Suite 10/10
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ADDITIONAL INFORMATION	Nature enthusiast. https://www.linkedin.com/in/jui05mhatre https://www.behance.net/gallery/122753657/Visualisation-Portfolio/modules/697945859
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THANK YOU.