

Curriculum Vitae

Mohd. Yunus Khan

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CAREER OBJECTIVES:

To excel in the field of Hospitality/Tourism Services as a sincere, hardworking and diligent worker so that my skills can be experienced to the benefit of the team and organization. I am also seeking to work with a progressive & professionally managed organization in a competitive and rewarding environment for growth of career.

Educational Qualifications

- Pursuing **“Ph.D in Hospitality Management”** from D/o Hospitality and Tourism Management, CT University, Ferozepur Road, Sidhwan Khurd, Ludhiana, Punjab, India.
- Qualified **UGC Net** under the stream in **“Tourism Administration and Management”** exam held 20th Dec. 2018
- **“MBA in Hospitality & Tourism”** – (72.36% Marks)
“Karnataka State Open University”, Mysore (India) in year 2015
- **Three years – “Diploma in Hotel Management & Catering Technology”**– (67% Marks) “J P Institute of Hotel Management and Catering Technology”, Meerut, UP (India) in year 2008
- **Bachelor of Commerce (B.Com.)** – (50% Marks)
From “Jamia Millia Islamia University”, New Delhi (India) in the year 2005
- **Matriculation** (10th) and **Intermediate** (12th) with commerce stream from “Jamia Senior Secondary School” (Jamia Board) New Delhi in year 2002

Industrial Training (Hotel)

Worked as a “Trainee” **“The Park Hotel”** in Connaught Place, New Delhi (India)
(Time Period: From 1st May 2006 to 15thOct 2006)

Computer Knowledge

DCA – 6months course Diploma in Computer Application in year 2004

- Good knowledge of Internet.
- Good practical experience at MS word, MS Excel, MS DOS and Power-point & Presentation etc. (with good typing speed)

Hotel & Academic Experience

A result driven Professional experience with more than **12 years** of extensive experiences in “**Hospitality**” Industry.

- Working as an “**Assistant Professor**” in “Department of Tourism and Hospitality Management (Faculty of Humanities and Languages), Jamia Millia Islamia University, New Delhi (Time Period: from 2nd August, 2017 to till now)
- Worked as an “**Assistant Professor**” in “Dewan V.S. Institute of Hotel Management & Technology” in Meerut (U.P.) India, (Time Period: from 16th Feb. 2015 to 31st March 2017)
- Worked as “**Lecturer**” in “New Delhi Institute for Information Technology & Management” in Nehru Place Road, Kalkaji, Delhi (Time Period: from 14th July 2014 to 14th Feb. 2015)
- Worked as “**Faculty and Operation Manager**” in “Institute of Culinary Arts and Hotel Management” and “Lajwaab Hotel and Banquet” in Preet Vihar, Delhi –India (Time Period: from 1st March, 2013 to 30 June 2014)
- Worked as “**Front Office Executive**” in “The Hans Plaza” in Connaught Place, Delhi. (Time Period: from 19th Jan. 2012 to the 25th Feb. 2013)
- Worked as “**Reservation Executive**” in “The Bristol Hotel” in Gurgaon, Haryana. (Time Period: from 4th Oct. 2010 to the 14th Jan. 2012)
- Worked as “**Front Office Receptionist**” in “Ramada Hotel & Suites” in Dammam, Saudi Arab (Time Period: from 1st Sep 2008 to the 25th August 2010)

Achievement:

- **Appreciation letter for outstanding teaching** and Practicum pertaining to preparation of Dishes and Mock tails in the menu of the Hyderabad Messes and Bara Khana (Annual Function of the Group Centre of Hyderabad)

Coordinator of the Skill Training Program - Hyderabad (Central Reserve Police Force, Group Centre – Hyderabad) Dated: 17 June to 22 June 2019

- **Appreciation letter for outstanding teaching** and Practicum pertaining to preparation of Snakes and Mock tails in the menu of the Nazafgarh Messes and Bara Khana (Annual Function of the Group Centre of Nazafghar – Delhi)

Coordinator of the Skill Training Program - Nazafghar (Central Reserve Police Force, Group Centre – Nazafghar – Delhi) Dated: 10 June to 15 June 2019

- **Appreciation letter** from “Institute of Culinary Arts and Hotel Management” and “Lajwaab Hotel and Banquet”, in Preet Vihar, Delhi (India)

- **Appreciation letter** from “Ramada Hotel & Suites” in Dammam, (Saudi Arabia) for “Outstanding Performance & Achievement”.
- **Appreciation as an Employee of the month** in “Ramada Hotel & Suit” Dammam.

Research Profile:

- ❖ Attended Faculty Development Program on ‘**Online Education – Google Hangout and Google Meet**’ organized by FTK – Centre for Information Technology, Jamia Millia Islamia University. Dated: 11th and 12th June, 2020
- ❖ Attended Faculty Development Program on ‘**Business Case Development**’ organized by Lloyd Business School, Greater Noida. Dated: 8th to 13th June, 2020.
- ❖ Attended Faculty Development Program on ‘**Outcome Based Education-A Paradigm Shift**’ organized by the IQAC, Christ College of Science and Management. Dated: 4th to 11th June, 2020.
- ❖ Attended Faculty Development Program on ‘**Online Teaching & E-content**’ organized by Indian Institute of Digital Education. Dated: 3rd and 4th June, 2020.
- ❖ Attended webinar on ‘**Sustainable IT in Rural and Remote Environments**’ organized by Department of Management, Mizoram University. Dated: 2nd June, 2020.
- ❖ Attended and also worked as a team member in organizing the Two Days - Workshop on Development Research Proposals (“**Workshop on Research Communication**”), in the Department of Tourism and Hospitality Management, Jamia Millia Islamia University. **Date: 22nd & 23rd of May, 2019**
- ❖ Attended and also worked as a team member in organizing the conference on “**International Conference on Rurality, Ruralism and Rural Tourism: Challenges and Copying Strategies**” and **Tourism**”, in the Department of Tourism and Hospitality Management, Jamia Millia Islamia University. **Date: 15th to 17th Nov. 2018**
- ❖ Attended and also worked as a team member in organizing the workshop on “**Capacity Building Programme in Quality Research Methods**” organized by the Department of Tourism and Hospitality Management, Jamia Millia Islamia University. Date: 16 - 29 May 2018.

- ❖ Paper presented on ‘**Improving Service Management in Budget Hotel in Delhi**’, ‘International Conference’ organized by Department of Commerce, Aligarh Muslim University. Date: 27 – 29 Nov. 2017
- ❖ Attended workshop on ‘**Getting published in the Digital Age**’ organized by Dr. Zakir Husain Library, Jamia Millia Islamia by Tolyor & Francis Group. Date: Oct. 11, 2017
- ❖ Attended workshop on Innovation in ‘**Room Division Management**’ organized by Human Resource Development Center, Lovely Professional University. Date: Oct. 14, 2017

Programmes and Participation:

- Working as a “**Training and Placement**” **Coordinator** on the Department and University level. Dated: 2nd August 2017 till 31st May 2020.
- Working as a ‘**Team Member**’ to conduct the conferences, workshops and programmes of the department and University level.
- Worked as a ‘**Programme Coordinator**’ and ‘Teaching’ in “HSRT Training Program” (**Hunar Se Rosgar Tak**) Course Duration - 2 months and 15 days by Ministry of Tourism under the guidance of Department of Tourism and Hospitality Management, Jamia Millia Islamia University. (Time Period: September 2018 to February 2019)
- Worked as a ‘**Team Player**’ and taking classes in “**Skill Testing and Certification Programme**” (Skill Development Program) 6 days Program by Ministry of Tourism under the Department of Tourism and Hospitality Management, Jamia Millia Islamia University. (Time Period: September 2018 to February 2019)
- Worked as an ‘**Event Convener**’ in presenting the department on the occasion of “**Foundation Day Program**” (**Talimi Mela**) of the University for the completion of the 98 years. Dated: 29 and 30th Oct. 2017
- **Organized** a “**SWACHHTA PAKHWADA**” (Committed to the ‘**Swachh Bharat Abhiyaan**’) as an ‘**Event Organizer**’ in the Department of Tourism and Hospitality Management, Jamia Millia Islamia University, Dated: 19th Sep. 2017 (University Level).

Personal Skills:

Prompt in Work, Goal Oriented Leadership Skills, Flexibility, Punctuality, Creativity, Honesty and Soft Spoken, Caring, Bold and Pleasant Personality.

Salient Features:

- Strong Hold on Hotel Property Management System “Opera PMS Express” Software.
- Reservations, updates with desired companies.
- E commerce, Customer Care, Guest Relations, Call Handling, Business Centre assistance, and Marketing.

Sports

- Did the Swimming in the “National Stadium” in Delhi (2000 to 2002)
- Joined “NCC” and “NSS” and I got ‘A’ and ‘B’ certificate of the NCC.
- Participated in two camps of the NCC:
 - One of the National Camps of Delhi (Date: 22 August to 04 Sep. 2003)
 - Another at Jamia Millia Islamia Camp (Date: 19 Oct. to 30 Oct. 1996)

Personal Details

Father Name	:	Mr. Mustafa Kamal Khan (Retired Government Officer, Jamia Millia Islamia University–Delhi) Date of retirement– 30 May 2018
Date of Birth	:	January 21, 1982
Permanent Address	:	H.No.: 154/284, Second Floor, Street No. 10, Ghaffar Manzil, Jamia Nagar, New Delhi-25 (India)
Marital Status	:	Married
Sex	:	Male
Religion	:	Islam (Muslim)
Height and Color	:	6 ft. and Fair
Language	:	English, Hindi, Urdu & Arabic.
Hobbies	:	Making Friends, Travelling and Riding bikes

I hereby declare that the above information furnished by me is true & correct to the best of my knowledge.

Date:

(Mohammed Yunus Khan)