

Shaik Ghouse

Creative, motivated and street-smart

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SUMMARY

Organized and detail-oriented event planner. Expert in selecting and transforming venues to accommodate clients' needs. Proven ability to manage schedules, meet tight deadlines, and offer consistently high-quality events.

SKILLS

Event Management

Research and Analysis

Strategic Planning

Vendor management

Conference Management

F&B Arrangement

Safety Management

AWARDS

-Campus Ambassador

- Event Organizer for
Dayananda Sagar College
Fest, 2018

-Head Boy - RBS School

EXPERIENCE

Coordinated and planned various events at **FRIENDS EVENT ORGANIZERS** from June 2018 to January 2020

Organized various events including

Weddings

New year parties

Theme parties

Cultural Events

Exhibitions

Techno Parties

After parties

Dayananda Sagar College, Bangalore — *Event Planner, College Fest.*

January 2018

Planned and coordinated various events at the college fest.

EDUCATION

Name of The Institution	Course	Percentage
Dayananda Sagar	BTECH / CSE	59*
Sri Chaitanya College	12th	89.8%
Ravindra Bharathi School.	10th	93%

LANGUAGES

English

Hindi

Telugu.

ADDITIONAL

- Helped clients with venue selection.
- Solved event problems
- Ability to adapt to the change in work culture depending on the event
- Planned events while managing all event project elements within allotted time limits
- Attention to detail
- Terrific teamwork and interpersonal skills
- Used MS Excel to organize company data and budget reports.