



PRIYA SARKAR

ABOUT ME

Skilled events professional, proficient in executing tasks in an organized manner and meeting set goals.

Excellent in understanding and anticipating needs among the team and clients.

Learning enthusiast and always open to new ideas and a quick learner.

A curious mind and a go getter !

SKILLS

Customer Service

MS Office

Organizational skills

Strong verbal, written communication

Active listening

Problem solving and decision making

Time management

REFERENCES

Upon Request

EDUCATIONAL TRAINING

INTERNATIONAL INSTITUTE OF HOSPITALITY
MANAGEMENT (IIHM)- INDIA

2010 - 2013 DELHI PUBLIC SCHOOL - INDIA

HIGH SCHOOL

2005 - 2010

HOW TO REACH ME

Cell: +971 56 851 0385

Email: priyasarkar63@gmail.com

LinkedIn: linkedin.com/in/priya-sarkar-
58169696

CAREER SUMMARY

Senior Business Development Executive

BookMyShow | Feb 2020 to Jul 2020

- Product positioning for Townscript in UAE - Ticketing and Virtual Event platform
- Drive sales
- Revenue generation strategies
- Market research and marketing strategies for Townscript UAE
- Event ticketing for Townscript and BookMyShow
- Account Management
- Customer support for Townscript
- Creating product deck for clients

Assistant Events Manager

Lapita Autograph Collections | Jan 2019 to Nov 2019

- Supervise a team of event planners and help execute corporate and social events
- Reviewing P&L for banquet and catering
- Managing hotel inventory and forecast for rooms
- Conduct trainings for associates on brand guidelines
- Creating action plans for hotel events

Events Executive

JW Marriott Dubai | 2017 to 2019

- Planning corporate and social events - INHOUSE AND OUTDOOR EVENTS
- Creating contracts & proposals for outdoor events
- Participating in operations for outdoor events

Events Coordinator

JW Marriott Dubai | 2016 to 2017

- Planning and executing inhouse events
- Book and manage group rooms