

KARAN RATHOD

EVENT CO-ORDINATOR

SUMMARY

To secure a responsible career opportunity to fully utilize my skill, while making a significant contribution to the success of the company and ready to advance professional knowledge while positively impacting operations. Articulate communicator and hardworking team player with excellent planning & problem-solving abilities.

CONTACT

✉ karanrathod1515@gmail.com

☎ 9987396650

📍 Mumbai-400005

TECHNICAL SKILL

MS-CIT

Computer Knowledge

Data Entry

MS Office 2003,2007, 2010

Internet Savvy

SKILL SET

Event Management & Production

Creative Direction

Strategic Partnerships

Data Entry Operator

The Strong analytical, problem solving, organizational ability

Thorough knowledge of Accounting

Ability to deal with people diplomatically, Willingness to learn

ACHIEVEMENTS

- Participated in inter- college debate competition.

- Won football championship at inter-college competition.

WORK EXPERIENCE

Data Operator

INHS ASVINI (Indian Navy) *Feb 2020 - Present*

Event Co-ordinator

Sankalp 2018 production and on event co-ordination. IIJS Signature 2019 as transport manager. CISF Navi Mumbai marathon 2019. Beyond medicine as volunteer. OPPO F11 launch Event as coordinator. Four wedding event. (destination / Mumbai). DSP Black stand up comedy as a overall management.

Mar 2019 - Jan 2020

Steward at the Empressa hotel. (1 year)

Jan 2018 - Dec 2018

EDUCATION

B.COM

Sidharth College Of Commerce and Economics, Mumbai

Mar 2021

Diploma In Event Management

EMDI Institute of media and communication

Jan 2020

HSC

Sidharth College Of Commerce and Economics, Mumbai

Mar 2016

SSC

Marwari commercial high school, Mumbai Maharashtra

May 2014

INTERESTS

video Games

Food & Travel

Playing Football

LANGUAGES

English

Hindi

Marathi