

CURRICULUM VITAE

Name: More Sujata Bhimashankar
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Profile:

Smt Sujata Bhimashankar More is currently working as Academic Coordinator (Hospitality and Tourism Studies) in the School of Continuing Education, Yashwantrao Chavan Open University, Nashik from November 2018. She is Post Graduate in Tourism Management from Dr. Babasaheb Ambedkar Marathwarda University, Aurangabad. She has around 9 years of experience.

Her work at YCMOU includes coordination with the study center, question bank development, Paper Evaluation.

Education:

Doctor of Philosophy	University: Year of Passing: Research Topic:
Master of Philosophy	University: Discipline: Year of Passing: Research Topic:
Master of Tourism Administration	University: Dr. Babasaheb Ambedkar Marathwarda University, Aurangabad Discipline: Management Year of Passing: 2007 Research / Dissertation Topic: Role of Information Technology in Travel Agencies.
Bachelor of Arts.	University: Dr. Babasaheb Ambedkar Marathwarda University, Aurangabad Year of Passing: 2005
Master of Business Administration	University: Yashwantrao Chavan Maharashtra Open University, Nashik. Year of Passing: Appeared

Work Experience:

Position held	Name of the Organization or Institution	Duration			Responsibilities Performed
		From	To	Years	
Academic Coordinator	Yashwantrao Chavan Maharashtra Open University, Nashik	Nov 2018	Till Date	-	1) Hospitality and Tourism Studies course coordination with study centre, exam department, evaluation department. 2) Question bank development for Hospitality and tourism studies. 3) Paper Evaluation
Programme Secretary (PGDM-Program Coordinator)	National Institute of Bank Management, Pune.	21 st July 2016	20 st July 2018	02	1) Maintain the Attendance & leave record 2) Coordination of a program and its activities with the Students, Staff and the Faculty members. 3) Office Administration work. 4) Overseeing classroom arrangements, Exam Administration 6) Keep updated records and creates reports. 7) Verification of documents at the time of Admission process. 8) Worked for the enrolment process of Post Graduate Diploma programme 9) Coordinating for the Bank Promotion process of AGM's & DGM's, Chief Managers (Competency Mapping projects) Dena Bank, UCO bank, and Syndicate Bank. 10) Updating monthly MIS 11) Independently coordinating meetings. 12) Worked in 2 Departments (PGDM and General Admin – Personal Mgmt)

Maharashtra Tourism Development Corporation, Mumbai	Marketing Manager.	09th Jan 2014	08 th March 2014	03 Month	1) Event & Festival management of MTDC.
Make My Trip.Com (I) Pvt.Ltd, Pune.	Operations Manager	Dec 2011	August 2012	09 months	<p>1) Handling complete operations part of tour packages (FIT, GIT & MICE)</p> <p>2) Helping & Assisting the customers & corporate for Domestic & International tours.</p> <p>3) Coordinating with the staff for completing of booking within the targeted time (TAT).</p> <p>4) Achieving the targets assigned by the company and reaching up to their highest level of satisfaction.</p> <p>5) Visa Documentation, Domestic and international Air booking.</p>

Cox and Kings (I) Ltd, Pune.	Store (franchisee) Manager.	1 st June 2009	June 2011	02	<ol style="list-style-type: none"> 1) Customizing tour packages, preparing Itinerary. 2) Designing customized packages for the queries coming from the sales team. 3) Coordination with the Travel suppliers 4) Handling complete operations part of tour packages (FIT, GIT & MICE) 5) Helping & Assisting the customers & corporate for Domestic & International tours. 6) Generating Tourism leads for the company. 7) Documentation of visa formalities.
Make My Trip.Com (I) Pvt.Ltd, Aurangabad.	Sales Executive	April 2008	March 2009	01	<ol style="list-style-type: none"> 1) Sales and Operation. 2) Domestic Tours.

Publications:

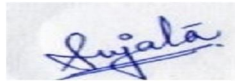
Sr. No.	Title of the Research Paper / Name of the Books / Title of Chapter in the Book / Policy Documents etc	Name of the Journal / Publisher	Year of Publication
1	Strategic Planning of Information and communication Technology in Tourism Industry	ICSSR	2013
2	“Professional Approach towards yoga – Yoga Tourism”	ITPESSY	2019

Membership of Professional Body / Statutory Body (Internal & External):

Sr. No.	Membership of Professional Body / Statutory Body	Name of Statutory Body / Institution	Period From	Period To
1	Indian Tourism & Hospitality Congress	Indian Tourism & Hospitality Congress	2013	Till Date

Official Address:

School of Continuing Education,
Yashwantrao Chavan Maharashtra Open University
Nashik – 422 222. Maharashtra, India



Signature of the Candidate