INFO-DATA 

Worked as Visa Consultant

Duration: 3 months

Job Profile:

* Handling client Enquires & Assisting for PR (Canada / Australia) and also for other country visas
* Supporting Walk-ins and clarifying their queries on PR Point based system.
* Visa & Immigration specification.
* Documentation enquires on other country visas.
* Eligibility check For PR Canada /Australia (Assistance)
* Ielts DETAILS on CLB
* Corporate Presentation (ppt,f2f)

Worked as Executive in Deccan Air Services

Duration: 11 Months

Job Profile:

* Worked in Domestic & International counter (3 months) as a Trainee
* Basic availability checking (Ticketing)
* Trained in Galileo, Amadeus
* Checking Routing Availability and Blocking the seats
* Interaction with the Airline staff directly for Seat Blocking.
* Attending airline meetings.
* Transferred to Visa Section.
* Handling Visa Enquiries Over Mail and Walk-in Enquiries.
* Immigration & Visa Documentation Enquires
* Visa Processing & Collecting the Required Documents
* Attending Visa Enquiries (Country Specific).
* Client Visa Submission.
* Business Visa Enquiries.
* Student Visa Enquiries (PR) Australia /Canada/Hong Kong/South Africa.
* Itinerary Inputs.
* Handled mostly Business Visas Submission.
* Checklist (Visa Submission) on the basis of countries

Working as a Business Development Professional (Free Lancer)

Duration: 36 months

Worked as a CRM in IBM – Daksh Business process (Bangalore)

Duration: 18 months

Worked as a Team Leader in ECC, (International BPO) Chennai

Duration: 40 Months

Worked as CSE in DSQ Software (Chennai)

Duration: 6 Months

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EDUCATIONAL QUALIFICATION

Post-Graduation (M.A. Public Administration) in Annamalai University

Graduate (B.A History) in Loyola College, Chennai.

**Diploma in IATA (International Airline Academy) Chennai.**

Personnel Details

Name : D.Baskar

Date of Birth: 22-11-1979

E-mail : baskar22@gmail.com

Mobile : 9444276211

Residing @ : 6/27 Kallu Karan Street, Mylapore, Chennai -600004

Valid Two Wheeler & Four Wheeler License.

Valid Passport for International travel.

**NOTE: The above mentioned details are correct to best of my knowledge.**

Date:

D.Baskar

Place: Chennai