kingsley

**OOOO OBJECTIVES**

A Suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where an encouragement are permitted and to be an active participant as well vital contribute on development of the company.

**educational qualification**

* Ordinary Level certificate ( school leaving certificate)
* Advance Level certificate ( High school certificate )
* First Aid Officer (American Health Training Centre Dubai)
* HACCP Training Dubai
* **(Bachelor of degree) Industrial Chemistry 2004- 2008 OBJECTIVES**
* **National youth service corp. certificate**
* **Computer Literate**

work experience

RINGS FOOD STUFF, DUBAI UAE.

General Supervisor, Accomplishes manufacturing staff results by communicating job expectations; planning, monitoring, and appraising job results; coaching, counseling, and disciplining employees; initiating, coordinating, and enforcing systems, policies, and procedures. To Co-ordinate with production team / Planning 16 August, 2014 to Present.

KINGS GIANT HOTEL ABUJA.

Prepare work orders for required repairs.

Ensures that all equipment is handling safely and with reasonable care

Creates recipe cards for all menu items and trains Bakers using recipe cards.

Assists the Executive Chef with annual budget process and makes recommendations with regard to the Bakery Department.

Supervisor, January 2012, - April 2014.

RESPONSIBILITIES

* Ensures proper levels of bakery and pastry items are prepared based on forecasted needs and their prompt delivery to the designated outlet for guest consumption.
* Ensuring maximum results are achieve and daily production need been met in a timely, organized and efficient manner
* Responsible for complete set up, cleanliness and organization of the pastry Department and bakery areas at all kitchen locations
* Seeks to maintain knowledge of industry trends in the world of pastry and baking
* Recommends measures to improve production/service methods, equipment performance, scheduling, quality control, and suggest changes in working conditions and use of equipment to increase efficiency and safety of the food service operations.
* Ensures that a sanitary, neat, clean, organized, safe, comfortable environment for employees and guests are maintain at all times
* Reviews menu items and makes changes as necessary.
* Utilizes leftovers whenever possible
* Ensures that kitchen equipment is clean and in working order, reports and prepares work orders for required repairs.
* Ensures that all equipment is handle safely and with reasonable care
* Creates recipe cards for all menu items and trains Bakers using recipe cards.
* Assists the Executive Chef with annual budget process and makes recommendations with regard to the Bakery Department.
* Facilitates all health, safety, sanitary rules, regulations and standards according to health department
* Preparing and baking of manakish, pizza, party items, muffin cake, cookies, etc

COMPETENCIES

Leadership, Collaboration, Communication Proficiency, Technical Capacity, Ethical Conduct, Problem Solving/Analysis, Decision Making, Keep excellent inter personal relations with colleagues and ready to help them**,** Supervision, Coaching, Managing Processes, Process Improvement, Tracking Budget Expenses, Production Planning, Controls and Instrumentation, Strategic Planning, Dealing with Complexity, Financial Planning and Strategy, Automotive Manufacturing

SPECIFICATIONS

* Knowledge of office and management techniques
* Knowledge of customer service methods and concepts
* Good interaction abilities and professional personal display
* Patient trainer and communicator as well as being a strong advocator of Food Hygiene
* Ability to plan, organize and use a systematic approach to get things done.
* Being able to manage time and resources effectively
* Multitask and prioritize departmental functions to meet deadlines.
* Customer service focused.
* Ability to adapt quickly and positively to new situations

**Personal Details**

* Nationality : Nigerian
* Date of Birth : 31/08/1984
* Gender : Male
* Marital Status : Single
* Language : English

**Job Seeker First Name / CV No1717608:**

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