

HAFIZ FAHAD BILAL

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| **Back Of House Manager**  **Palazzo Versace Dubai** |
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EXPERTISE:

Certified Auditor ISO 22000:2005

HACCP Management

Staff Management

Team Leader

Strong Analytical

Strategy Development

Organizational Skills

Operations Management

Budgets, P&L Conscious

Remarkable Trainer

Decision Making

Quick Learner

Purchasing & Stores

Excellent Communicator

Inter-Personal Skills

TRAININGS / ACHIEVEMENTS:

* **HACCP certification** for Crowne Plaza Dubai 2006/07
* Successfully organized (Stewarding In charge) 1000 PAX World Trade Centre Dubai Staff Party 2006 catered by Crowne Plaza Hotel Dubai
* Successfully Organized (Stewarding In charge) 800/900 PAX World Trade Centre staff party in 2007 catered by TAJ palace Hotel Dubai
* HACCP certification for Al Salam Rotana Khartoum Sudan 2009 by TUV
* Food safety Certification for Velassaru 2010 by EHC Australia
* Successfully Completed 5 days Lead Auditing Course of ISO 22000 FSMS by DAS Pakistan under IRCA U.K
* Leader Of Eastern Mangroves By Anantara Nov,2012
* Certified Internal Auditor for ISO22000:2005 Food Safety Management System by IRCA-UK
* Intermediate in Food Hygiene
* HACCP Implementation
* HACCP Advanced
* HACCP Level 2&3 by EHC Australia
* Food Safety Safe Step by ECOLAB
* Train The Trainer by BOX HILL Australia
* Successfully completed
* FSMS- ISO 22000 Training by DAS – IQMS-UK Registration # Q-LA0626.

OBJECTIVES:

A dynamic hospitality professional having over 10 year’s outstanding career in renowned properties within Executive Stewarding segment. Has the ability to respond with high level of competency even under pressure; notable background in implementing HACCP & ISO 22000:2005; completed trainings and developmental activities in renowned Hotels & Resorts in Dubai, Abu Dhabi, Maldives and Sudan and Bahrain. Another point to consider is my excellent background in people & operations management which I have experience through years of service excellence with 3 successful 5\* Hotel pre openings including the most **luxurious Palazzo Versace Hotel Dubai**

CAREER PORTFOLIO:

Feb 2015 till to date

**Back Of House Manager – Palazzo Versace Hotel Dubai** **(Pre-Opening)**

215 Luxury Rooms

169 Versace Residence

550 Apartment D1 tower

8 F&B Restaurant

Banquet & Events facilities up to 900 Guest and 3 Meeting room

Terrace / Garden up to 450 guest

June 2014 till Jan2015

**Stewarding Manager – ART *Rotana Hotels & Resort* (Pre-Opening)**

311 Rooms

8 F&B Restaurant

Banquet & Events facilities up to 1200 Guest and 9 Meeting room

Terrace up to 450 guest

Mar 2012 till May 2014

**Chief Steward - Eastern Mangroves Hotel Abu Dhabi (Pre-Opening)**

222 Luxury Rooms with 4 outclass F&B Restaurant concept and banquet facilities; opened in June 2012.

Oct 2009 till Feb 2012

**Stewarding Manager - Universal Resorts Maldives**

Universal Resorts Maldives Member of ‘’SMALL LUXURY HOTEL’’ of the World,

Assigned as Chief Steward at Velassaru Maldives (128 rooms & 4 Restaurant) and later advised to Assist Kurumba Maldives (180 room, 6 Restaurant and 300 pax banquet) to implement HACCP System & related Documents as well as for Stewarding operation. Award winning Resorts of Maldives.

**Niyama Pre Opening:** Task Force for Niyama Maldives Pre Opening

Sept. 2008 to Oct 2009

**Chief Steward - Al Salam Rotana Sudan**

Al Salam RotanaKhartoum Sudan World’s Leading Hotel in Middle East and Africa. Stands out to be most luxurious hotel in Sudan, commercial tower and 240 room, largest Banqueting and conference facility and world class restaurant in Khartoum Sudan

ACADEMICS:

Successfully obtained university **Degree in B.Cs** (2003-a-121/003739) 2005/06 from Punjab University Lahore, Pakistan.

**UK-Certified food safety auditor certification** # 6012280 (www.irca.org)

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| CAREER PORTFOLIO :  (continued)  July 2007- August 2008  **Taj Palace Dubai**  (Mar. 2008 till Sep. 2008) **Chief Steward**  (Aug. 2007 till Feb. 2008) **Assistant Chief Steward**  Member of leading hotel of world. Stands with 256 Room, banqueting & conference facility and 4 world class Restaurant    Feb. 2002 till Jul. 2007  **Crowne Plaza Hotel Shaikh Zayad Road Dubai**  (Feb. 2005 till Jul. 2007) **Steward Supervisor**  (Feb. 2002 till Feb. 2005) **Steward**  Crowne Plaza Hotel Shaikh Zayed Road Dubai under the flagship of InterContinental World’s most popular brand. Stands with 3 towers including Commercial tower, 540 room, 1000 pax banqueting and other small Conference hall and 12 World Class restaurant and Night Club. |

IT SKILLS:

MS Office Word, Excel, PowerPoint and Internet Explorer, MS Windows and Material Control FMC, MC.

LANGUAGES:

* **Urdu** (Mother Tongue)
* **English** (Read, Write, & Speak)
* **Hindi** (Speak)
* **Arabic** (Read, Write, & Speak {basic})

SELF ASSESSMENT:

* Excellent background in working with multicultural and reputed properties.
* Competent pre-opening experience.
* Represents the company at the highest leverage in conjunction to the company’s vision.
* Exhibits a positive and involved team attitude to all and promotes positive relations through an environment that encourages open communications, trust, and mutual respect.
* Hands on team player with a positive attitude towards work.

CURRENT PROFILE:

* Directs the Asst. Chief Steward & stewarding supervisors , responsible , appraisal , training, reviewing, disciplinary action and termination of associates within the stewarding Dept
* Staff development plan and ensure its being followed for betterment of line staff
* Participate in monthly HACCP meeting with agenda , action plan, scope and deadlines
* Excellent background of local & international HACCP law and relates the same with the property standards.
* Established and implement SOPs
* Works closely with the Chief Engineer and Kitchen technicians to ensure proper preventive maintenance applies to all equipment to ensure optimal performance. Ensure that all the maintenance orders are being filed and updated weekly on spreadsheet and updates the Executive Chef.
* Assisting Food & Beverage (service & production) CAPAX/FF&E yearly budget
* Accomplishes many duties by delegating the execution to each Stewarding supervisors for each specific area of responsibility.
* Responsible for Risk assessment within department
* Monthly breakage figure including
* Cost/guest
* Cost/revenue
* Breakage %
* Establish PAR level for F&B and control the requisitions
* Conduct monthly inventory with cost controller
* Control F&B linen , inventory order and report damages
* Does not permit service or equipment to stray from the area from which it is designated.
* Ensures ware washing are executed as per standards and makes sure that all items are properly sanitized. Pays particular attention to the prevention of water spotted silver and stainless and cloudy glassware.
* Maintain the supply of china, glass wares, silverware, stainless steel and specialty item, taking periodic inventories to determine their usage and requisite replacement for this item. Make sure that all equipment is handled with proper care to prevent breakage and damage. Takes immediate corrective measures whenever he observes carelessness or mishandling.
* Oversee the cleanliness and proper maintenance of the dry and wet garbage areas; liaises with the proper authorities regarding disposal.
* Liaise with departments on all forthcoming function and communicates with the Executive Chef and Banquet Manager.
* Ensures departmental safety procedures and SOPs are being followed

**Job Seeker First Name / CV No: 1822902**

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