C/o- +971503718643

Vipin.341133@2freemail.com

Vipin

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| Overview  |  | Equipped & qualified candidate looking for a next stage in career. Highly interested to build a career in Material department with passion for work.  |
| career Objective |  | I am dedicated to devote myself towards any goal and objective which organization would assign me. Willing to take responsibilities.  |
| career summary |  | Successfully completed Cross-Training in Materials department as a store keeper at Capital Centre Centro by Rotana – Abu Dhabi. Currently working as a kitchen steward.  |
| Skills  |  | • Office 2013• SCM/FBM• Stock Management • Business sense • Hotel goods product knowledge |
| Experience |  | Store Keeper at Capital Centre Centro by Rotana – Abu Dhabi – United Arab Emirates Successfully completed Cross training - Working regularly at store during off days • Check daily with the coordination of the head storekeeper all system authorized storeroom requisitions for timely preparation and issuance of items • Prepare all items requested as per the authorized system storeroom requisition for timely pick up by the concerned department • Ensure proper policy procedures are maintained for all stock items received and issued • Ensure proper signatories are obtained for all storerooms requisition issues by the departmental authorized personnel and post in the system accordingly • Responsible for receiving according to the approved order and proper arrangements of all stock items • Maintain cleanliness, orderliness and functional arrangements of storerooms, cold rooms, stocks and equipment • Check and record food & beverage items expiry dates for follow up purposes • Assist in storeroom inventories stock taking whenever conducted.Kitchen Steward – Capital Centre Centro by Rotana – Abu Dhabi – United Arab EmiratesSep 2012 – Present• Clean food processing facilities, storage rooms, walk in fridge’s, kitchen utensils, immediate corridors and holding areas as well as the operation equipment • Work in close cooperation with all kitchen and service employee• Work as per duty schedule and shifts • Perform all stewarding tasks as per given instructions • Ensure minimum wastage, breakage and spoilage |
| Certifications |  | Best Employee of the month April 2015 – **Capital Centre Centro by Rotana**Best Employee of the month July 2014 – **Capital Centre Centro by Rotana**Best Employee of the month July 2014 – **Capital Centre Centro by Rotan** |
| Proficiency in Language |  | Speaking: English, Hindi, Malayalam and Tamil.Writing: English, Malayalam and Hindi |
| Personal Details |  | Date of Birth- 8th Sep 1987Sex- MaleNationality- Indian Marital Status- Single  |
| Education  |  |  |
| Passport details  |  | Issue Date- 25th feb 2011Expiry Date- 24th feb 2021Place of Issue- calicut |
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