****

**Ezekiel**



Mail id: [Ezekiel.34580@2freemail.com](mailto:Ezekiel.34580@2freemail.com)

# CARRIER OBJECTIVE

# To obtain a challenging assignment with growth oriented, opportunity for advancement and professional development that will take advantage of my existing skills while stretching me to develop new abilities as well as for the upward movements of your good organization, which brings this great opportunity.

**Experience**

**Emirates Nuclear Energy corporation, under ADV Company**

**Executive Housekeeper**

**Reporting to Site Service Manager Form ENEC**

From March :2017 to till date

**Key Responsibilities:**

* Responsible for cleanliness, orderliness and appearance of the entire ENEC project Ensure that rooms are made as per company standard.
* Successfully the inventory of 819 guest rooms posts snagging and de snagging in close co-ordination with the project team.
* Organize inventories with Accounts and General Store for linen, uniform and fixed assets
* Assigns workers their duties and inspects work for conformance to prescribed standards of cleanliness.
* Critical thinking to recognize problems and identify solutions Etc…

**Damac Hotels & Resorts Dubai.**

**Executive Housekeeper**  From December 2015 to Feb 2017

**Reporting to the Hotel Manager**

**Key Responsibilities:**

* Handling guest floors with an inventory of 213rooms.
* Successfully opened the inventory of 213 guest rooms post snagging and de snagging in close co-ordination with the project team.
* Trainer for ABC’s of housekeeping
* Exposed to recruitment of attendants
* Handle the payroll for the department
* Experience in handling all administrative duties in Housekeeping like roistering, vacation planning etc…

**Ascott Park Place Hotel Dubai** Sep 2012 to Nov-2015

**Executive Housekeeper**

**Reporting to the Hotel Manager**

**Key Responsibilities:**

* Handling guest floors with an inventory of **325**rooms
* Meeting the Long stayer and VIP guests and following the itinerary.
* Responsible for cleanliness, orderliness and appearance of the entire Hotel. Ensure that rooms are made as per company standard.
* Prepare Annual Housekeeping Budget.
* Maintain par stock of guest supplies, cleaning supplies, linen and uniform.
* Organize inventories with Accounts and General Store for linen, uniform and fixed assets.
* Pay particular attention while organizing pest eradication activities etc.

**Grand Midwest Hotel Dubai** Feb 2011 to Sep 2012

**Executive Housekeeper**

**Reporting to the Hotel Manager**

* Time Management skills
* Managerial experience to oversee others
* General decision making quality control
* Critical thinking to recognize problems and identify solutions
* Effective speaking and communications

|  |
| --- |
| **Trianon Hotels & Resorts Abu Dhabi Pre Opening Team** Dec 2009 to Sep 2011 |
| **Assistant Executive Housekeeper** |

* Plan, control and supervise Horticultural activities Attending and resolving guest complaints
* Responsible for training, scheduling, supervising, creation of incentive programs & associate coaching
* Responsible for maintaining proper supply of amenities & housekeeping supplies, while doing monthly and yearly inventories among homes, tents, storage and linens.

**Le Meridian Al Aqah Beach Resorts Fujairah** Feb 2004 to Nov 2009

**Housekeeping Supervisor & Room Attendant**

* Assigns workers their duties and inspects work for conformance to prescribed standards of cleanliness.
* Investigates complaints regarding housekeeping service and equipment, and takes corrective action.
* Obtains list of rooms to be cleaned immediately and list of prospective check-outs or discharges to prepare work assignments.
* Makes recommendations to improve service and ensure more efficient operation

|  |  |
| --- | --- |
| **Radisson Blue Chennai** | Feb 2000 to April 2004 |
| **Room Attendant Housekeeping** |  |

Chennai, India

* Handled a section of 15 rooms with various positive comments from the guests in-house.

**Education**

|  |  |
| --- | --- |
| **Bachelor of Business Administration from M.M.A University 2011** Chennai, India |  |

|  |  |
| --- | --- |
|  |  |

**Achievements**

* Consistent growth within the department.
* Selected for the Task force for pre-opening Trianon Hotels & Resort.
* Respond to Medallia (Guest Feedback) Surveys within 24-48 hours, making sure that the guests concerns or compliments are heard and compensated accordingly.
* Ability to analyse P&L statements, develop operating budgets, forecasting and capital expenditure planning
* Special Appreciation letter received from General Manager of Le Meridian Al Aqah Beach Resort for hard work and efforts contributed to Hotel in obtaining the following Awards.

**Strengths**

* Strong people management skills
* Positive Attitude.
* Keen to learn things.
* Hands on experience with Opera

**Personal Details**

* Date of birth: 03 June 1984
* Nationality: Indian
* Marital Status: Married
* Dependents: Four