 [Gyanu.344566@2freemail.com](mailto:Gyanu.344566@2freemail.com)

Candidate Resume

**CV / Resume Summary**

**Position wanted: Housekeeping supervisor**

Job Categories selected: • Hotel Industry

Employment wanted: • Full Time

Language Skills: • Arabic - Good

• English - Very good

• Hindi - Very good

• Malay - Very good

Minimum Yearly Salary expected:

30000 AED

Preferred Job Location: UAE

Country of Citizenship: Nepal

**Contact Information**

Name: Gyanu

Preferred method of contact from employers:

**Objective & Key Career Achievements**

My objectives: To obtain housekeeping supervisor to utilizing quality in hospitality skills and supervisory wisdom in order to provide guests with the best in services,a talent hospitality professional with executive work experience and enthusiastic to work.

My top Achievements:

1)certified by recognition of employee of the month as a heart of the house at Marriott hotel,Malaysia.

2)I got a chance to learn about front desk work at lily hotel,Saudi Arabia.

3)Certified as a True Waldorf Team member by sucessfully complete TRUE WALDORF SERVICE INTERGRETAION PROGRAM at waldorf astoria,Ras Al Khaimah,U.A.E.

My Key Skills: Microsoft office,front office system,reduce the cost and achieve the hotel's

target,sales of the rooms,good communication and interaction with customers/guests.

**Work History & Experience**

**Years of Work Experience: 5 to 6 Years**

1)I have been working since nov 2015 till now at the lily hotel suites apartment,Saudi Arabia as a housekeeping supervisor to control resources,staff organizational units,innoviation in work,physically mobility and staying power.I were redesigned to work as a receptionist.I have a good experience about the front office system,how to make a reservation through booking,by phone call,agoda and other social booking networks,check in guest,check out,advanced booking through cash payment,handling corporate long stay guest payment etc

2I had been worked as a housekeeping supervisor since may 2013 to aug 2015 at the waldorf astoria,U.A.E to inspect level of cleanliness and report issues to the management,report needed repairs to the maintenance staff,response to guest's complaints and requests.

3I were an employee of housekeeping department at the Putrajaya Marriott Hotel and Spa since dec 2009 to nov 2012 serving the capacity of the room attendent and subsequently based on good track record of my performance.I were redisignated to Minibar checker at the Housekeeping department.also cross trained to maintain the public areas as well as the Housekeeping's clerical and administrative duties.

TRAININGS:

1)Cook training in Mount Everest Institute of Hotel Management for 2 months.

2)Complete the official package course in Oxford Computer Institute for 3 months.

**Education History, Qualifications & other additional information**

**Level of Education: High School**

1)Completed high school level(intermidiate)scoring 2nd division from Advanced Acedemy,Kupondole,Nepal.

2)Completed school leaving certificate scoring 1st division from Sainbu Bungamati,Nepal.