**CURRICULUM VITAE**

**SANJEEV**

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RESTAURANT MANAGER

**Profile:**

A talented individual who has had a life long interest in quality food, the hospitality industry and the latest culinary trends, an experienced host who works hard to cultivate a high profile with guests, and possesses a strong understanding of financial margins and controls. I always try to going through for restaurant success.

Now looking for a new and challenging managerial position, one that will make best use of my existing skills and experience.

**Work Experience**

1. Industrial training from **LONAVLA FARIYAZ RESORT, PUNE, IND** in 2008.
2. Worked with hotel **SUN CITY RESORT, GOA, IND** as a **GSA**, from Apr. 2009 – Dec. 2010.
3. Worked with hotel **THE GRAND, BASHANT KUNJ, NEW DELHI, IND** as a **TEAM LEADER**, from Dec. 2010 – Jan. 2012.
4. Worked with hotel **CORPORATE INN, GURUGRAM, IND** as a **F&B EXECUTIVE** from Jan. 2012 – Apr. 2013.
5. Worked with **RESTAURANT BAWARCHI INTERNATIONAL**, **BANGKOK, THAILAND**, as a**Asst. RESTAURANT MANAGER** from May. 2013 - Oct. 2014.
6. Worked with hotel**SAMBODHI RETREAT, BODHGAYA, IND** as a **RESTAURANT MANAGER** from Nov. 2014 – Feb. 2017

**Duties:**

* Ensuring the highest standard of food and beverage service.
* Keeping control of food and labor cost.
* Ensuring health, safety and also hygiene procedure and standards are maintained.
* Responsible of training and resolving guests (customers) complaints.
* Overseeing client bookings and reservations.
* Maximizing all business opportunities to drive sales.
* Communicating with the kitchen staff to ensure efficient food service.
* Liaising with the head chef to discuss and develop the food menu.
* Organizing the daily and weekly duties rotas for the restaurant’s staff.
* Ability to create a great atmosphere and be a inspirational host.
* Monitoring sales and writing log book as a information and for my seniors.
* Checking full inventory reports of restaurant.

**Skills and competencies**:

* Strong motivation and influential people skills.
* An eye for detail and the ability to drive consistence brand standards.
* Experience of managing customers (guests) and driving business performance.
* Experience of organizing private functions including parties and events.
* Marketing and advertising.
* Well presentation and communication skills.

**Computer skills :**

* MS – Word, Excel, Power Point.
* IDS, Pos-system, Tally.
* Internet explorer.

**Academic qualifications**

* Bachelors in hotel management and tourism, Annamalai University, 2006 – 2009.
* 10+2 passed with Math, Science, English, Hindi, B.S.E.B, 2004 – 2006.
* 10th passed with B.S.E.B, in 2004.

**Personal details:**

* Nationality : INDIAN.
* Date of Birth : 20/07/1988.
* Marital Status : Married.
* Visa Status : Visit Visa.

**Languages Known:**

* English (Speak, Write, Read).
* Hindi (Speak, Write, Read).
* Arabic (Basic).