**[Ravi.360788@2freemail.com](mailto:Ravi.360788@2freemail.com)**

**Career Objective**

I want to make my career as a nightclub general manager where I will employ my 5 years of experience and wide work knowledge. My abilities and educational background should assist me to participate in organizational events as a valuable part of your company.

**Professional Synopsis**

* Excellent interpersonal communication skill.
* Leadership Skill
* Sustain accurate records of the club.
* Knowledge of ideas and standards.
* Choose and employ training procedures and methods.
* Recognizing complex evils and appraising connected information to increase and assess alternatives and apply solutions.
* Attaining and seeing to the suitable employ of equipment, facilities, and resources required to do sure work.

**Professional Experience**

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| **General Manager** | (**2012 - till date**) |

ShellVille Traders , Port Elizabeth, South Africa

Clubs owned by above company

Balizza Night Club, Candy’s Revue Bar (2 branches), Chicago’s Burlesque Lounge

Roles and Responsibilities

* Preparing annual budget for individual departments
* Execution of business strategies at the ground level
* To ensure that daily turnover has been achieved
* Develop measures for minimizing wastage as part of cost management
* To meet vendors and clients for signing deals
* Manpower planning, and develop hiring strategies
* Coordinate with department heads for developing training plans for the employees
* Analyze market trends and competitor strategies for taking evasive steps
* Coordinate with all department heads for implementation of strategies at ground level
* Conducted daily pre-shift and weekly departmental meetings to ensure organizational efficiency.
* Scheduled and directed staff in daily work assignments to maximize productivity.
* Continually monitored restaurant and took appropriate action to ensure food quality and service standards were consistently met.
* Minimized loss and misuse of equipment through proper restaurant supervision and staff training.
* Ensured proper cleanliness was maintained in all areas of the bar and front of house.
* Counseled and disciplined staff when necessary.
* Assist production and service department in developing the menu
* Attend to customer complaints and operational bottlenecks
* To assist department heads in developing hiring and selection strategies
* Plan, prepare, and execute promotional events to ensure round the year traffic
* Assign revenue targets to every department
* Analyze daily performance for corrective measures and strategic planning
* To represent the company in business meets and promotional fairs .

**Academic Qualifications**

**Basic Education** : Matric with plus two levels (10+2)

**Bachelor of Computer**

**Applications** : Sikkim Manipal University of India

**Diploma**  : DOEACC ‘O’ Level, ‘A’ Level