**Mr. Anuradha**

**Anuradha.361736@2freemail.com**

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**STRENGTHS & SKILLS**

. I possess very good people handling relationship building and guest satisfaction skills I’m socially oriented and an outgoing person. In addition, I’ m at case dealing with multi-cultural background of people

* Excellent work speed
* Basic computer skills (word, excel, power point & Internet Explorer )
* Materials Control Programs Manager ( 8.6.01 / 11.13 )
* Opera PMS [version S.O. service S.O.02.02/12 ]

**WORK EXPERIENCES**

* Worked as a Kitchen steward for **Crown Plaza Hotel, manage** by **intercontinental Hotel group** ( 4\* ) Abu Dhabi U.A.E.( 2010 Jan to 2010 April )
* Worked as a housekeeping attendant for **City Seasons Suites Dubai Managed** by **City Seasons group of Hotels** (4\*) from (2010 may to 2012 March )
* Worked as a Housekeeping Supervisor for **City Seasons suites Dubai managed** by **City Seasons group of Hotels** ( 4\* ) from ( 2012 March to 2012 August )
* Worked as a Stewarding Supervisor for **Time Grand Plaza Hotel** ( 4\* )From (November 2012 to November 2014)
* Worked as a Pastry Chef (Training)Commi 11 for **Time Grand Plaza Hotel** ( 4\* ) from (March 2014 to November 2014)
* Worked as a Stewarding Supervisor for **Kandy City Centre** From (February 2016 to February 2017)

**OTHER PROFICIENCY**

* I was awarded as the **Employee of the month May 2011** in City Seasons suites.
* Followed a cross training as a **store assistant** for four months.
* Followed a cross training as a **pastry kitchen** for three months.

**EXTRA- CURRICULAR ACTIVITIES**

* Participated as a Stationary Observer of PAFFREL in Parliamentary General Election 2015.

**EDUCATION QUALIFICATION**

* Passed G.C.E. O/L Examination on 2004
* Passed G.C.E. A/L Examination on 2007

**ACADEMIC QUALIFICATIONS**

* Followed Diploma in English course in St' Antony's Institute.
* Followed Diploma in MS Office course in St' Anthony's Institute.
* Followed Diploma in Airline Marketing, Reservation, Fares / E Ticketing, GDS, Air Cargo & Airport Operation conducted by Mr. Deepal Perera at International Airline Ticketing Academy.

**PERSONAL DETAILS**

* Date of birth : 19/04/1987
* Visa Type : Visit Visa (Till 03/05/2017)
* Place of Issue : Colombo
* Date of Expire : 21/11/2024
* Nationality : Sri Lankan
* Marital Status : Single
* Religion : Buddhist
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I certify that the information given in this C.V. is complete and accurate to the best of my knowledge.

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Date