#  CURRICULUM VITAE

# SOHAG

SOHAG.363559@2freemail.com

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**Personal Summary:**

A reliable and energetic work with 11 years Catering & Housekeeping experience with the following skills.

* Comprehensive knowledge of safety & Regulations.
* In depth knowledge of Cleaning methods and operation of housekeeping equipment.
* Proven commitment to providing a high standard of care and concern to senior resident.
* Personal reputation an individual of high ethical standards.

 **Skills:**

* Guest Relations.
* Corporate Hospitality.
* Human Resources.
* Guest Experience Sales & Marketing.
* Front Desk Management.
* Managing Housekeeping.
* Customer Service.
* Performance management.
* Hotel operation.
* Food & Beverages.
* Business Administration.
* Event Management.
* Knowledge of basic Food safety Hygiene.
* Participation in Staff supervision, training & meeting activities.
* Take responsibility for personal development by keeping abreast of developments in the field of caring for older people.

**Education:**

* H.S.C Exam Passed from D.M.H.C.D.C, Comilla (Dhaka) Bangladesh.

**Computer Skills:**

* Knowledge of Computer Application, Web Browsing.

**Employment History:**

## BEST GROUP TRADING & CONTRATING

Designation: Senior catering Supervisor

Duration: 26th Jan 2005 to 27th Jan 2006

Designation: Housekeeping Supervisor

Duration: 2nd Mar 2006 to 3rd Mar 2007

Location: Doha, Qatar.

## SHAQAB ABELA CATERING SERVICE CO.W.L.L

Designation: Supervisor

Duration: 30th April 2008 to Until

**Professional Experience:**

* Responsible for the overall Cleanliness and sanitation of the resident areas including scrubbing, mopping, vacuuming, polishing, dusting and using germicides.
* Monitor and maintain housekeeping supplies.
* Clean and maintain housekeeping equipment
* Respond appropriately to resident special requests.
* Collect linen and assist in laundry.
* Adhere to safety and hygiene guidelines and OSHA standards.

**Key Skills:**

* Communication skills.
* Team Work.
* Attention to details.
* Time management.
* Dependability.
* Integrity.

**PERSONAL PROFILE:**

Date of Birth : 10th FEB 1982

Nationality : BANGLADESH

Marital Status : MARRIED

**DECLARATION:**

Presently I am working Shaqab Abela CateringCo.As Supervisor. I hereby declared that all information Furnished above is true to the best of my knowledge and belief.