**CURRICULUM VITAE**

****

**ANGAYAR** **ANGAYAR.364906@2freemail.com**

**CAREER OBJECTIVES:**

To work in an organization where I can use my skills to achieve the organization objective and get conductive environment to Learn and grow.

**EDUCATIONAL QUALIFICATION:**

**MBA – (Human Resource)**

**University** :Madurai Kamaraj University, Madurai, India

**Year of Passing** : December 2015

**B.Sc. - Hotel Management and Catering Science**,

**University** : Madurai Kamaraj University College, Madurai, India

**Year of Passing** : April -2003

**PROFESSIONAL EXPERIENCE:**

**ORAGANIZATION : Radhakrishna Hospitality Services Pvt Ltd,**

**POSITION : Unit Manager.**

**PERIOD :** October 2004 to July 2006.

**Responsibilities**

* Planning menus in consultation with chefs
* Ordering supplies
* Hiring, training, supervising and motivating permanent and temporary staff
* Organizing staff rotas
* Ensuring that health and safety regulations are strictly observed, recorded and archived
* Monitoring the quality of the product and service provided
* Keeping to budgets and maintaining financial and administrative records.

**ORAGANIZATION : Imperial Institute of Hotel Management, Madurai,**

**POSITION : Principal.**

**PERIOD :** September 2006 to June 2013.

**Responsibilities**

|  |
| --- |
| * Directing various departments to ensure the smooth running of the institution.
* Resolving contractual and commercial issues and disputes.
* Lecturing, Training and leading a large team, providing discipline and performance feedback.
* Developing positive direct relationships with key business contacts.
* Scheduling workload to meet priorities and target
* Conducted Food Festivals at Various Premises.
* Possessing personality, energy & charisma to inspire, lead and develop staff and students.
* Ensuring that best practice is followed in safety, legality and quality of service.
* Developing and supporting a cross functional culture of continuous improvement.
* Assisting company accountants in the formulation of forecasts and budgets.
* Successful Students got placed in large hotels and restaurants.
* Provided Industrial training and on-job training to all students.
* Maintaining excellent relationships with all Hotels, Restaurants and Industries related to Student placement and training.
 |

**ORAGANIZATION : Orange Multicuisine Restaurant, Madurai.**

**Position : Managing Director**

**Maximum Capacity :** 100Pax + 50 Pax Banquet Hall

**Period :** Sep 2013 to Present

**Responsibilities**

* Assignment and Management of Duties for the subordinates
* Checking the Quality of food
* Supervision of preparation and servicing banquet hall parties
* Taking Private parties booking and outdoor parties
* Supervision and Management of Billing and Cash transactions
* Reporting and Documentation on Food materials, Staffs and Accounts
* Planning Menus for various functions and parties.
* Dealing with customer concerns and complaints in an effective way
* Assisting with training of new staff
* Communicates well with a variety of different people at all levels
* Able to pick up new processes quickly and efficiently

**ORAGANIZATION : Hotel North Gate, Madurai, India.**

**POSITION : Asst Executive House Keeper**

**PERIOD : July 2013 to Feb 2017**

**Responsibilities:**

* Monitored operational functions for department and prepared strategies.
* Ensured optimal level of staff productivity and ensured short term and long term Strategies.
* Analyzed guest service feedback forms for company standards.
* Maintained knowledge of continuous changes in hospitality industry and adapted to it.
* Assisted in hiring housekeepers to ensure quality services.
* Managed activities as per company status quo third party policies.
* Participated in job fairs and selected appropriate candidate for housekeeping team.
* Organized everyday briefing for team members and participate in GRAs.
* Monitored uniforms for all employees and ensured tags at all times.
* Performed laundry functions for company efficiently within timeframe.
* Inspected all suite rooms and public area for hotel at regular intervals.
* Prepared reports for maintenance activities and resolved all issues.
* Developed inspection programs on every day, weekly and monthly basis.
* Supervised all housekeeping personnel and ensured appropriate stocks for carts.
* Assigned specific suite to each housekeeping attendant.
* Maintained security of property for guests at all times.

**TRAINING PROFILE**

* Three months in Food & Beverage Production and housekeeping department in **HOTEL ATRIA, Bangalore, INDIA.**
* Three months in Bakery and Confectionary departments at CAKEWALK
BAKERY  **– Chennai, INDIA.**

**PERSONAL PROFILE:**

Date of Birth : 06 Feb, 1983

Sex : Male

Language Known : English, Tamil

Nationality : Indian

Hobbies : Internet Surfing & Cooking.

**DECLARATION**:

* Hereby, I declare that the above information furnished by me is true to the best of my knowledge and belief.