

Janaka

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**Career Portfolio**

January 2014 – Up to Date

**Currently working as a**

**Restaurant Manager** – in Charge of

All the Outlets Operations

NESMA Catering Company Ltd

Aramco Project – Jeddah

Kingdom of Saudi Arabia

Aug 2012 – Aug 2013

**Restaurant Operations Manager** – All Day Dining, Asian Fusion, Mediterranean Fine Dining, Grill Restaurant, IVD, Special Events and Bars Operations,

Kanuhura - Lhaviyani Atoll

Republic of Maldives

Oct 2009 – Nov 2011

**Restaurant Manager** – All Day Dining

**Restaurant & Bar Manager** – All Day Dining, Italian Fine Dining, Room Service, Banqueting and Bars Operations

Danat Hotels & Resorts

Abu Dhabi, United Arab Emirates

July 2008 – July 2009

**AF&B Manager, Beverage Manager**

**Restaurant Manager** – Fine Dining Grill Restaurant

Irufushi Beach Resort & Spa

Republic of Maldives

January 2007 to June 2008

**F&B Supervisor** – All Day Dining, Casual Dining and Bars Operations

**F&B Coordinator** – All the Restaurants and Bars Operations

Filitheyo Island Resort, Maldives

October 2004 to Dec 2006

**Bartender and Bar Team Leader** – Pool Bar in Charge

Jumeirah Bab Al Shams

Desert Resort & Spa

Jumeirah, Dubai, United Arab Emirates

February 2002 to December 2003

**Assistant Barman and Barman**

One & Only, Dubai United Arab Emirates

May 2001 to February 2002

**Trainee Assistant Waiter**

Hilton Colombo, Sri Lanka

February 2000 to April 2001

**Waiter**

Mount Lavinia Hotel Colombo, Sri Lanka

Overview

A hands-on professional with over 17 years experience in multinational and prestigious organizations encompassing extensive experience and significant expertise in different types of F&B operations. Add to this an extensive background of Personnel Management such as recruiting, training and motivating hotel staff. Has the full ability to represent the property in line with the mission vision of the organization.

**Summary of Profile**

* Currently managed an outlets and in charge of the Restaurants Operations
* Ensure on-going basis for optimum guests’ satisfaction, sales potential and profitability.
* Identifies factors and achieve highest level of guest satisfaction by providing high quality guest services within the F&B section.
* Formulating effective strategies in order to utilize the set budget for the outlets.
* Well experienced in creating and setting up operational standards.
* Excellent background in cost controlling specifically in menu engineering
* Excellent F&B operations and development background.
* Business analysis and development expertise on multinational level.
* Strong leadership skills, team builder and team motivator.
* Exceeds Company goals and objectives for guest satisfaction, budget revenues and expenses.
* Managed to work from rank in file and had been promoted and worked to reach management level.
* Hands on hotelier.

**Education & Achievements**

* Bachelor of Business Administration in Hospitality Management
* Hotel Management Diploma in Food & Beverage Operations
* Completed Food & Beverage Operations Intermediate Level
* Completed Restaurant Service Basic Level course
* The Elite Bartender Diploma in International Bartender Associations Training Center Singapore
* Train the Trainer ILM(Institute of Leadership & Management – London) Certificated
* Completed Fundamentals of Management Modules 1 - 9 Jumeirah UAE
* Successfully Completed Task Training program – Jumeirah UAE

**Courses taken from**

**Hilton University**

* Complaint Handling
* Telephone Handling
* Generic Brand Service Standard, Bar & Lounge Service
* Hilton My Way
* Journey Ambassador Training
* Hilton Breakfast
* Restaurant Service
* Hilton Room Service
* Guide to Food & Beverage Experience
* Satisfactory and Loyalty Tracking Training
* Empowerments & Delegations
* Change for new Challenge.

**Completed Wine Training Courses on 2007/2008**

**In Maldives**

* Basic wine appreciation training programme 2007
* Intermediate wine training programme 2007/2008
* Being selected in the finals wine appreciation programme Advance Level 2007/2008
* Completed wine appreciation programme Advance Level 2007/2008
* Become a 01st Runner up on Petite wine Sommelier of the year 2007/2008
* Completed training course in “world of wines and Spirits” in Maldives 2009

**Computer Literacy**

Word, Excel, Power point, Publisher, Outlook, Micros POS system, Opera, Material control (F&B requisition software).

**Language Spoken**

 English – Advance

 Arabic – Basic Level

 Sinhala – Mother Tongue



**Education & Achievements** (continued)

* Completed Train the Trainer training Programme at Hilton Maldives
* Completed Supervisory & Leadership Training course at Hilton Maldives
* Completed “Mastering the Art of Service” at Hilton Maldives
* Basic level course in Restaurant and bar service at the Hilton Colombo Sri Lanka.
* Has completed course in “Our promise to New Employee” at Hilton Colombo Sri Lanka
* Has successfully completed Beer training course at the MMI Heineken academy Dubai U.A.E.
* Successfully completed Whiskey product knowledge training with Pernod and Ricard Gulf
* Completed Habanos Cigar training programme
* Completed Customer care training at the Royal Mirage Hotel Dubai U.A.E.
* Completed course MS-Office at the Solomon management training & computers Dubai U.A.E.
* Become a “Sales Champion” month of November 2001 at the Colombo Hilton

**Food Safety and HACCP Courses**

* Has completed the foundation level food hygiene course and passed the end course examination.
* Completed HACCP Level 02 and passed the end course examination
* Completed Highfield HABC Level 03 Award in Food Safety for Hospitality

**Personal Information**

**Date and place of birth:**

02nd of July 1975, Ragama, Sri Lanka

**Nationality:** Sri-Lankan

**Religion:**  Buddhism

**Marital Status:**  Married

**Visa Status:** Resident