#

**LACXIMIKANT**

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**Objectives**

To seek a challenging position in a dynamic organization, like to grow with organization that is people oriented, recognizes professional contributions and provides a scope for value added career growth.

**Profile Summary**

* Sixteen years of Experience in Hospitality Industry at International level.
* Have excellent interpersonal skills, strategic planning, Able to analyze problems and strategize for better solutions.
* Experience as Stock Control Supervisor in Costing Dept.,Handling central purchases as a Purchaser, Expert in Stock Spot checking and Auditing month end Inventories.
* Experience with working in American MilitaryBase as Store Supervisor in Afghanistan.
* Experience working as a Unit Foremen in Sodexo Catering Company in Oman.
* Team Leader and willing to take new challenges.

**Work Experience and Responsibilities**

***Overseas Experience***

***Mosaic Management Facility Services LLC,***

 ***Dubai media city, Dubai (UAE).***

***Stock Control Supervisor/Purchaser.***

May 2112 to till date.

* Verifying, Invoicing and Posting of Vendor invoice in Computerized System.
* Weekly spot check and Variance reports.
* Evaluation of opening stock, verifying inter center transfers, Verifying and cross checking of wastage & spoilage reports, monitoring sales and total consumption of the month.
* Cross check of month end Inventories, Variances, and Evaluation of month end stock. UpdatingBatch production, recipes and Manual debit.
* Supporting documentpreparation in order to complete month end reports.
* Updating new items in Production Material Control.
* Preparing LPO and follow-up of pending Orders with supplier.
* Communicating with Supplier, control over deliveries schedule as per agreed terms.
* Verifying pending orders, checking daily pending item report from outlets to analyses problems, in order to find quick better solutions.
* Comparing Market prices of different venders for different products.
* Updating master’s pricelist.
* Controlling monthly purchases and Keeping watch on market availability of items.
* Verification of statement of account of supplier.
* Reconciliation of monthly purchase of supplier
* Preparing monthly purchase report.( Credit and Cash )

***Renaissance LLC - ( DYNCORP*)**

 ***Afghanistan for American Military Base***.

***Stores Supervisor***

February 2010 to August 2010.

* Planning and allocation of work, Preparation of duty roster, Briefing of staff.
* Verifying and E-mailing monthly request to central warehouse and Direct to Suppliers as per running & expected head count.
* Receiving goods, checking out vehicle seal & Temperature, checking out goods expiry & damages.
* Issuing items as per kitchen request on FIFO basis. Updating computerized stock cards.
* Maintaining daily records of temperature, kitchen requisitions, moving and nonmoving items, weekly & monthly inventory.
* Monthly closing, food inspection reports, storing of dry, frozen and chilling items as per ISO standard on basis of FEFO.
* Maintaining the ISO/HACCP standard of work, personal hygiene, PPE & safety at work &controlling staff.
* Following up weekly & monthly Scheduled menu, cost controlling, wastage control, Updating daily customers man days & food cost.

***“SOCAT L.L.C.” (Universal Sodexho)***

***Sultanate of Oman.***

***Unit Foreman***

31st August 1998 to 9th July 2005

Unit Foreman reporting to Area Manager, company engaged in the business of

Contracting–catering, cleaning, laundry, gardening, maintenance and manpower

Supply.

***Awarded certificate of Appreciation as the best Employee of the year 1999.***

* Handling Camp as a Unit Foreman/Camp Boss, fulfilling monthlyclosing reports.
* Completing Company’s Accounting Computerized format, Plan organize, supervise, activities of the Camp.
* Monitoring over hygiene, food safety, work safety and First Aid.
* Daily &Monthly cost control and expense budget control over Camp man days.
* Payroll management, petty cash, key role in consolidatingContractor related work.
* Correspondence and conversations with suppliers and customers.
* Co-ordinate with internal auditors to finalize annual Camp accounts and audit reports.

***Indian Experience:***

***O’ Hotel (5-Star Resort)- Goa, India.***

***Housekeeping Supervisor***

September 2010 to April 2012

* Briefing the housekeeping staff, allocation of duties on the floor, preparation of hotel occupancy, arrival and departure reports, checking out room supplies & cleanliness. Supervising room attendance, regular pest control. Checking in-out timings of room attendance & room appliances. Special attentions given to VVIP guest maintaining checklist of rooms, & reliving rooms.
* Immediate attending of guest complains, E-mailing Weekly request, monthly inventory, maintaining stock of housekeeping supplies. Planning of weekly cleaning of public areas. Maintaining professional standard of work.

***Sea Breeze Beach- Goa India.***

***Resort Asst. Manager***

November 2005 – December 2009

Well known Star Resort, Books worldwide charters from Finland, Denmark, Spain, Iceland and etc.

* Plan front office welcome refreshment and mobilizing rooms. *Keep up resort set up and menu* planning.Control over F&B of restaurant and cafeteria.Control over housekeeping, kitchen food production, wastage and spoils. Keep set up of the food store as per FIFO, hygiene and temperature.Supervising housekeepingstaff,monitoringhousekeeping supplies&room cleaning.Planning &maintaining cleanlinessof public areas.Maintaining housekeeping stocks linen laundry records.Monitors work safety & Hygiene.

**Educational*/ Other***

H.S.S.C.E.

Diploma in Office Management.

Attended Advance Excel Training at Knowledge Village Dubai

**Computer skills**

Microsoft word, Excel and Internet application.

Micros-FidelioMaterialControl, Production Material Control, Visual Dolphin, Restaurant Manager, POS.

**Personal Profile**

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| Visa Status | : Residencevisa (Exp-02/06/2018) |
| Date of Birth | : 3rd June 1968. |
| Marital Status  | : Married |
| Gender /Nationality | : Male/ Indian |
| Language proficiency | : English, Arabic, Hindi. |