CURRICULUM VITAE

**SHEHZAAD**

***E MAIL-*** ***shehzaad.380833@2freemail.com***



**CAREEER OBJECTIVE:-**

*To build a long term career growth that capitalizes on my skills and offer me the opportunity to learn and grow.*

**EDUCATION BACKGROUND:-**

* *Bachelor of commerce.*
* *Passed high school from CBSE Board.*
* *Passed intermediate from CBSE Board.*

**PROFESSIONAL QUALIFICATION**

* *Advance Diploma in Hospitality and Tourism Management.(LONDON, UNITED KINGDOM)*

**KEY SKILLS :-**

* *Provide Leadership and direction to oversee all laundry operations, ensuring work is accompolished in a timelyand cost effective manner.*
* *Maintain inventory of supplies, keep necessary records,and write reports.*
* *Schedule and supervise laundry workers, ensuring employee awareness and compliance with applicable company directives, policies, and procedures.*
* *Ensure machines and laundry area adhere to safety and cleanliness standards.*
* *Ensure linen and housekeeping supplies are ordered and controlledin line with Business and events.*
* *Able to check machines daily to ensure proper working order, and evaluate work of laundry attendents.*

**PROFESSIONAL EXPERINENCE:-**

* Worked as Laundry manager .(RENATE PETRUS DRY CLEANERS,74 THE BROADWAY GREENFORD,UB6 9QA, LONDON)

*Performed laundry activities according to health standards department. Ensured laundry equipments and facilities are in best operating condition.Ensured to promote actively team work within laundry department and maintain strong interdepartmental relations.*



* Worked as Quality Inspector. (CLEAN EXPRESS DRY CLEANERS,41

BLACKBIRD HILL,NW98 RS, LONDON)

*Administered the daily operations of the laundry including and inspecting of linens to maintain standards. Accurately followed and provided instructions both verbally and written.*

* Customer Service Advisor. (BLANC NATURALLY CLEANER 16GORST ROADNW10 6LE , LONDON)

*Managed overall daily operations of the linen and laundry operations. Ensured quality control and managed customer service issues quickly and effectively.*

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| **PERSONAL DETAILS:** |  |  |
| *Date of Birth* |  | *:* | ***25th May 1988*** |
|  |  |  |
| *Gender* | *:* | *Male* |
| *Nationality* | *:* | *Indian* |
| *Languages Known* | *:* | *English, Hindi & Urdu* |

**DECLARATION**

*I hereby declare that all the information mentioned above is true to the best of my knowledge. If you give me a chance I assure my hard work , dedication and sincerity.*