

CURRICULUM VITAE

Y
Name : KALUMBA
Nationality : Uganda
Mobile :
E-mail : KALUMA.382177@2FREEMAIL.COM
Sex : Male
Date of birth : 23-AUG-1986
Marital Status : Single
Languages : Fluent in English, Luganda & Kiswahili
Visa Status : Visit
Current Residence : AL Hamriyah



POSITION: WAITER

OBJECTIVE

Seeking a position at the Company utilizing excellent cleaning, hospitality and organizational skills to improve the company's efficiency.

KEY SKILLS AND STRENGTHS

- ❖ Am Quick and Flexible
- ❖ Having a friendly & professional manner.
- ❖ Having a professional manner with an emphasis on hospitality and guest service.
- ❖ Calm, efficient and organized.
- ❖ Friendly disposition with clear spoken English.
- ❖ Experience of cleaning public areas in a retail environment.
- ❖ Can work well in a busy and demanding environment.
- ❖ Experience of cleaning both offices and also hotels
- ❖ Team player
- ❖ Guest focused

WORK EXPERIENCE

Hospital concierge; Sheik Khalifa Specialty hospital RAK/Trans guard 2017-APRIL

2018

Roles and responsibilities

- Move trolleys, furniture, and equipment.
- Take and deliver meals to patients.
- Deliver letters, files, and specimens within the hospital.
- Transfer clean linen from the laundry to hospital wards.
- Dispose of hazardous waste.
- Move patients to and from the wards.

Company: Kim's Dining, Kampala – Uganda; Waiter, 2015-2016

Position: WAITER

Duration: 2015-2016

Roles and responsibilities

- ❖ Providing a warm welcome for customers.
- ❖ Receive food & drink orders & serve customer requests to the standards required. Serving dishes to customers at tables.
- ❖ Ensure timely delivery of all food & beverage items to customers.
- ❖ Understand menu content and keeping up to date with any menu changes.
- ❖ Clearing cutlery and dishes away from tables.
- ❖ Passing food orders through to the kitchen staff promptly.
- ❖ Ensuring all hotel corridors are kept clear from rubbish, glassware and crockery.
- ❖ Full product knowledge of all menu items and hotel facilities and services.
- ❖ Ensuring the food service area is left clean and tidy once all the guests have left.

Company: ALL SEASONAL HOTELS, Kampala – Uganda;

Position: Waiter

Duration: 29/08/2014 to 23rd/10/2015

Roles and responsibilities

- ❖ Handling diverse types of guests with courtesy and professionalism
- ❖ Anticipating and responding to individual guest needs and preferences
- ❖ Upholding security practices and preventing unauthorized entries
- ❖ Responding effectively to unusual and emergency situations
- ❖ Make dining and other reservations for patrons, and obtain tickets for events
- ❖ Provide information about local features such as shopping, dining, nightlife, and recreational destinations.
- ❖ Receive, store, and deliver luggage and mail.
- ❖ Pick up and deliver items, or run errands for guests

Company: Mr Tasty, Kampala, Uganda

Designation: kitchen Member 2 years 2011 – 2013

Duties

- ❖ Providing a warm welcome for customers.
- ❖ Receive food & drink orders & serve customer requests to the standards required. Serving dishes to customers at tables.
- ❖ Ensure timely delivery of all food & beverage items to customers.
- ❖ Understand menu content and keeping up to date with any menu changes.
- ❖ Clearing cutlery and dishes away from tables.
- ❖ Passing food orders through to the kitchen staff promptly.
- ❖ Ensuring all hotel corridors are kept clear from rubbish, glassware and crockery.
- ❖ Full product knowledge of all menu items and hotel facilities and services.
- ❖ Ensuring the food service area is left clean and tidy once all the guests have left.
- ❖ Relaying, preparing and setting tables for the next guests.

EDUCATIONAL QUALIFICATION:

Certificate in Secretarial Services

High school Certificate

HOBBIES: Friends, Swimming and Travelling

REFEREEES: Available on request.

DECLARATION:

I certify that the above are true and correct to the best of my knowledge and ability. If given a chance to serve you. I assure you that I will execute my duties for the total satisfaction of my superiors.