**CURRICULUM VITAE :**

|  |  |
| --- | --- |
| Name: SamGender: MaleDate of Birth: February 23, 1992 Nationality: KenyanMarital status: SingleLanguages: English and SwahiliEmail: sam.382450@2freemail.com Visa Status: Visit Visa.  | G:\DSC_0002.jpg |

**CAREER OBJECTIVE**

A dedicated and results oriented professional with excellence workexperience. Good communication & interpersonal skills, analytical with strong system skills and a team player. Enjoys being part of team, as well as leading and developing, a successful and productive team and thrives in highly challenging work environments.

**PERSONAL PROFILE**

A reliable, practical and confident problem solver with excellent organizational skills who communicates comfortably and clearly at all levels both in speech and writing. Enjoys providing superlative service to customers, operates effectively under pressure and always pays attention to details. Takes a flexible approach to work, uses own initiative and functions well as a member of a team. Willing to undertake any necessary further training and now seeking an opening where existing and potential skills may be utilized to fullest extent

**WORKING EXPERIENCE**

**Barista (Freez Al Qouz UAE) :Jan 2017-May 2017**

**Duties and responsibilities,**

* Provide excellent customer services that promote satisfaction
* Preparing and serving appetisers,snacks or other food items.
* Make recommendations or share additional information upon request
* Take and serve drink orders and up-sell any additional products
* Arrange table settings and maintain tables clean and tidy
* Check products for quality and correct any problems that keep them from enjoying their drink
* Deliver checks and collect payments.
* Placing orders for liqour,beer,wine and other supplies.
* Follow all relevant health department rules/regulations and all customer service guidelines

**Bartender (Hotel Six Eighty ) Jan 2014-Aug 2015**

**Duties and responsibilities,**

* Mixing beverages using an extensive range of ingredients.
* Paying extreme attention to detail.
* Serving food and drinks.
* Dealing with bill payments.
* Checking identification to verify legal age requirements for all customers.
* Balacing cash cash receipts.
* Curtail inappropriate behaviour.
* Slicing,pitting and preparing fruit garnishes for drinks.

**Sales representative (Timely General Supplies)** .**2012 (August-2013 April)**

* Ensure high levels of customer satisfaction through excellent sales service
* Maintain outstanding store condition and visual merchandising standards
* Maintain a fully stocked store
* Ascertain customers’ needs and wants
* Recommend and display items that match customer needs
* Welcome and greet customers
* Manage point-of-sale processes
* Actively involve in the receiving of new shipments
* Keep up to date with product information
* Accurately describe product features and benefits
* Follow all company policies and procedures

**EDUCATION BACKGROUND AND QUALIFICATION**

**2011– June 2013 : Nairobi Institute of Business Studies**

(Diploma in Information Technology)

**2006-2009:Kenyatta High School .**

(Kenya Certificate of Secondary Education)

**1998-2005:Muga Academy**

(Kenya Certificate of Primary Education)

**ADDITIONAL TRAINING COURSES**

* **Basic Computer Training Course** (Microsoft Word, IT Skills, Disc Jockey)
* **Basic First Aid Awareness atKenya Red Cross** (Senior First Aid and Fire Fighting Institute)

**Hobbies and Interests :**

Travelling, Reading Novels, Swimming, Sports and Socialising and

making new friends.

Refferees:

Available upon requests.