****

**Email:** selvam.383876@2freemail.com

**SELVAM**

**OBJECTIVE**

To work in a challenging environment that promises growth as well as opportunity to learn more. To shoulder responsibilities effectively and contribute towards the growth of the organization with the skill I possess and have developed.

**EDUCATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Year** | **Institution** | **Percentage** |
| M.Sc Mathematics | 2012-2014 | The New College (Autonomous) Chennai | 63% |
| P.G.D.C.A | 2011-2012 | TCDS Computer Education Chengam | 78% |
| B.Sc Mathematics | 2007-2010 | Shanmuga Industries Arts & Science College,Thiruvannamalai | 51.25% |

**WORK EXPERIENCE**

***Sri Annalakshmi Restaurant – Chennai***

RESTAURANT MANAGER August 2014–December 2017

* Oversee all front and back of the house restaurant operations.
* Ensure customer satisfaction through promoting excellent service.
* Respond to customer complaints tactfully and professionally.
* Analyze staff evaluations and feedback to improve the customer’s experience.
* Project future needs for goods, kitchen supplies, and cleaning products; order accordingly.
* Look for ways to cut waste and decrease operational costs.
* Train new employees and provide ongoing training for all staff.
* Preparing and presenting staffing/sales reports.
* Setting targets.
* Promoting and marketing the business.
* Overseeing stock levels.
* Planning menus.
* Making improvements to the running of the business and developing the restaurant.
* Control operational costs and identify measures to reduce waste.

***Courtallam Border RahmathKadai - Chennai***

RESTAURANT MANAGERFebruary 2018 – August 2018

* Supervised 20 plus employees during ashift.
* Developed and implemented budget plans to successfully increase profit margins. Createdand implemented plans to develop effective advertising to increasesales.
* Ensure food safety and quality of food as well as customersatisfaction.
* Managed invoices & receipts for all stock; conducted the financial report at the end of eachday.
* Resolved problems amicably faced by floor staff members and thecustomers.
* Monitored cost control, handled cash, ordered inventory and prepared nightly closingreports.
* Responsible for all administrative aspects of theoperations.

**PERSONAL INFORMATION**

Date of Birth **:**09 – June - 1989

Sex  **:**Male.

Nationality **:**Indian

Marital Status  **:**Single.

**DECLARATION**

I, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.