**GETRUDE**

Nationality**: Uganda**

Email: getrude-393104@2freemail.com

***Visa Status: Visit Visa***

***PERSONAL STATEMENT***

I am a reliable, self-driven and a result oriented team player who is able to multi-task and handle pressure. I am currently looking for a suitable permanent opportunity with an organization with global vision that will not only challenge me professionally but also allow me to develop my knowledge & potential further.

***OBJECTIVE***

I’m seeking for a position of  **ROOM ATTENDANT / HOUSE KEEPING**

**PROFESSIONAL EXPERIENCE AND KEY SKILLS**

* Good customer service.
* Knowledge of laying and designing beds.
* Ability to handle confidential information.
* Strong commitment to performing and producing at the highest level.
* Flexible, considerate with a strong sense of urgency and responsibility.
* Ready and able to work individually or within a team environment.
* Able to articulate progress, challenges and potential solutions.
* Ability to maintain effective work relationships with people from all social backgrounds.

***CAREER HISTORY***

**ROOM ATTENDANT JAN 2015– September 2018**

To work with responsibility, dedication and good work ethics combined with the desire of customer service skills by greeting guests warmly and helping them in case of requests plus making me available.

**Duties:**

* Attending to guests needs as required.
* Removing the dirty beddings and pillow cases replacing them with clean, fresh linens.
* Cleaning bathtubs, scrubbing the toilets and floors as wells as scrubbing the sinks available.
* Responsible for removing used towels and replacing them with clean ones.
* Cleaning everything in the room like fridge, microwave, and windows as well as emptying the garbage cans.

**Designation waitress march 2012- dec 2015**

Creating a light-hearted and relaxed atmosphere by getting to know our customers and their interests to encourage them to come back

**Duties:**

* Welcoming/Greet and escort customers to their tables
* Present menu and provide detailed information when asked
* Prepare tables by setting up linens, silverware and glasses
* Inform customers about the day’s specials
* Offer menu recommendations upon request
* Up-sell additional products when appropriate
* Take accurate food and drinks orders, using
* Check customers’ IDs to ensure they meet minimum age requirements for consumption of alcoholic beverages
* Communicate order details to the Kitchen Staff
* Check dishes and kitchenware for cleanliness and presentation and report any problems
* Arrange table settings and maintain a tidy dining area
* Deliver checks and collect bill payments
* Carry dirty plates, glasses and silverware to kitchen for cleaning
* Meet with restaurant staff to review daily specials, changes on the menu and service specifications for reservations (e.g. parties)
* Follow all relevant health department regulations

**ACADEMIC QUALIFICATIONS AND TRAINING**

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| --- | --- | --- |
| **INSTITUTE** | **AWARD** | **TIME** |
| MUTEESA 1 ROYAL | DIPLOMA IN SALES & MARKETING  | 2011 |
| Entebbe parents | Advanced Level in Education | 2007 |

**DECLARATION**

 I hereby declare that the above said particulars are true to the best of my knowledge.