Vivek

### Associate - Food & Beverage

***Email ID****:* *vivek-397799@gulfjobseeker.com****Place of birth****: Kolkata,West Bengal.*

##### PROFILE

Passionate in the belief that good leadership is the key to building a successful team, which is critical for smooth running of operations. Dedicated towards training and developing individuals using an aggressive strength and weakness analysis approach. Believes that maximising profitability is everyone's responsibility by enforcing cost effective techniques.

##### EDUCATION

Completed Bachelors of Science in Hospitality and Hotel administration from GNIHM (GURU NANAK INSTITUTE OF HOTEL MANAGEMENT) KOLKATA , May 2017 .

##### WORK EXPERIENCE

***WAITER - FOOD & BEVERAGE*** *Jun2017– Sep2018*

***PARK HYATT GOA RESORT AND SPA .*** *Arrossim,Goa*

*Worked and learned underthe guidance of various seniorassociates and supervisors, primarily in the fourbars and the all day dining restaurant. The major responsibilities were:*

Handling a section of 20-25 covers at the hotel during breakfast and 34-40 covers at the all day dining restaurant

Having complete knowledge about the restaurant and barmenus and the ability to explain the same to the guests

Providing timely service to all guests in the section in accordance with the hotel policies and procedures

Reporting all housekeeping and maintenance related issues to the supervisors Providing a proper handoverto the reliever as perthe restaurant and barchecklist

##### ASSOCIATE - FOOD & BEVERAGE

***ITC GRAND GOA RESORT AND SPA .*** *Sep2018-May2019*

Arrossim,Goa

Was part of the team of park hyatt goa resort and spa and then the ITC has taken overthe property working as associate, but also teaching my juniors about the property and the menu as well as micros.

Handling a section of 20-25 covers at the hotel’s and restaurant

Having complete knowledge about the restaurant menus and the ability to explain the same to the guests

Meeting and greeting every guest in the section

Assisting the teamleaders with operations as well as all aspects of baroperations such as

inventory control, setup and daily promotions as well as taking charge of the tea leaderin the teamleaders absence

Providing timely service to all guests in the section in accordance with the hotel policies and

procedures

Responsible forgetting feedback from all guests in the section and sharing the same with the supervisor and restaurant manager

Co-ordinating with the housekeeping team to ensure that the section is clean as perthe hotel standards

Co-ordinating with engineering team to ensure that the restaurant maintenance is regularly done Compiling a list of store requirements and forwarding the same to the supervisor.

Handling inventory of cutlery, crockery and glassware forthe all day dining restaurant

*Escorting guests in the absence of the hostess and supervisor Providing a proper handoverto the reliever as perthe restaurant checklist*

##### ASSOCIATE- FOOD & BEVERAGE

Worked as associate at the all day dining restaurant specially in Italian (OTTIMO). Also assist in all ouroutlets, It has 4 majoroutlets:

TEMPERO (goan cuisine) OTTIMO (Italian cuisine)

KEBABS & KURRIES ( North Indian cuisine) and the multicuisine Coffeeshop ( PAVILLION)

.Also it has a open space which have a coverof total 185, where they serve breakfast and dinnerand in dinner we organise LIVE MUSICS AND DANCE forthe guest ,The best part of ourfood and beverage outlet is that you can seat any of the Restaurant and can enjoy the food from any outlet.

NOV19.DUBAI

## Cu**r** ently working as a captain as well as a cashierin well known company in UAE

*The Grand Barbeque is one of the largest Indian Buffet restaurant in Dubai. The restaurant offers Lavish Buffet with over 100+ culinary delights*

*CUISINES:*

***Pakistani, Indian, Barbecue, Grills***

*The restaurant has grand and luxurious ambiance with a massive seating capacity forover 250+ guests. It also has the separate hall forthe bookings of birthday party, engagement party, meetings etc. This is the only restaurant in Al Mina (dubai) which have such a huge capacity forthe gatherings.*

* *Customerhandling, keeping in mind of their need.*
* *Handling cash such as Petty Cash.*
* *Keeping the records of all the purchased item such as, disposable, material, vegetable, chemical etc. and keeping it a record in purchase report.*
* *Taking the prior reservations of the group meals, keeping in mind the revenue and the budget of the restaurant must reach the higherscale in the every ending months.*
* *Being a captain, take care of all the hygiene of the staffs and the cleanliness of the restaurants.*
* *Helping the manageron every aspect at the time of making reports and inventory*
* *Monthly distributing the tips among the staffs.*
* *Fulfilling all the colleague quar ies discussing with the manager.*
* *Avoiding the work pressure and making it a habbit forthe future to the betterperformance.*

##### SKILLS

Customersatisfaction Leadership

*Team oriented and results driven*

##### ACHIEVEMENTS

Many time highlited in the medalia and tripadvisor also in CFS. Lots of appreciation letterbeen achieved from the outlets. .

***COMPUTER PROFICIENCY***

* *MS EXCEL*
* *MS WORDS*

#### MICROS

* *MICROS SYMPHONI.*

#### EZEEBURBS.

***LANGUAGES.***

## English.

* *Hindi.*

## Bengali.

* *Nepali.*

***PERSONAL INTERESTS.***

# Dancing.

* *To learn something new from day to day life.*

# Listening to the motivators.

##### PERSONAL INFORMATION.

***Birthday: 21st September 1994. Marital Status: Single.***

***Gender: Male. Nationality: Indian***

**DECLARATION:** I, Vivek, hereby declare that the information contained herein is true and co**r** ect to the best of my knowledge and belief.

##### VIVEK