**First Name of Application CV No 451080**

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**CURRICULUM VITAE**

**PERSONAL D*E*TAILS**

Nationality : Kenyan

Languages : English and Swahili (Fluent Spoken & Written)

Marital status : single

**CAREER OBJECTIVES**

Diligent and conscientious person who work hard with great passion and interest to achieve individual and team objectives with intercultural awareness and explore new challenging work environment**.**

.

**WORK EXPERIENCE**

**Jan. 2013 \_ to date**

**Ascot hotel (Villa)**  
  
**General commis1**

**Responsibilities**

* Making menus
* Maintaining hygiene and cleanness in the kitchen.
* Coordinating with other staffs.
* Purchasing the ingredients and cooking as per the orders.
* Applying food cost and control analysis
* Maintaining standard of the organisatin.

**2001-2012**

**Indian Ocean Beach Resort**

**Restaurant Supervisor/Head waitress**

**Responsibilities:**

* Coordinating with the f&b manager about any arrangement of parties or special service dinner.
* Making staff allocations of duties and stations.
* May assist to cover-up a Mainer problem from the guest or from the service personnel.
* Observe the service sequence done by the service staff.
* Billing the guest.

**1997-1999**

**Four ways Cottages Beach**

**Commis1**

**Responsibilities**

* Coordinating with sous chef.
* Assist in planning menu.
* Requesting for the ingredients as per the menu.
* Cooking food in a professional manner and giving out correct portions.

**EDUCATIONAL BACKGROUND**:

**April 2012 Utalii College**

**Course** Food and Beverage Service Techniques.

**Sept-Nov 2010 Ukunda Youth Polytechnic**

**March 2006 Utalii College.**

**Course** Food and Beverage Service Techniques.

**April 2005 East-Track Human Resource Managemen**t.

Certificate in First Aid

**1999-2001 Kenya Polytechnic College**.

**Course** Diploma in Catering and Accommodation Technology.

**1993-1996 Mathenge Technical Institute.**

**Course** Certificate in Food and Beverage Production and Sales.

**Course**  Certificate in Computer Applications

**1988-1992 Waa High School**

‘ Kenya Certificate of Secondary Education

**TRAININGS**

Personal hygiene, customer relation, restaurant salesmanship, food production practical, chain des rotisseurs, driving, housekeeping and front office department.

**HOBBIES**

Socializing, cooking, reading and traveling.