***CURRICULUM VITAE***

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**Name*: Wakadala***

***Nationality: Ugandan***

***Visa Status: Visit Visa***

***Language: Native English Speaker,***

***Objective***

*A dynamic smart versatile, interactive person with a professional background seeking for placement in your collaborative and challenging environment where integrity and cooperate governance are highly valued with objective to improve my career.*

***Educational Background***

**Ugandan Advanced Certificate of Education - 2005 - 2006**

**Ugandan Certificate of Education - 2001- 2004**

***Working Experience***

***Amazon Hotel Entebbe (Uganda) Receptionist Security – 2014- 2017***

***(Duties and responsibilities)***

* *Welcomes visitors by greeting them, in person or on the telephone, answering or referring inquiries.*
* *Directs visitors by maintaining employee and department directories, giving instructions.*
* *Maintains security by following procedures, monitoring logbook, issuing visitor access badges.*
* *Serves as first hand support to ATMs and check deposit,*
* *Ensures adequate teller sequence.*
* *Making reports of all anomalies to both CBD Property Facility’s managers and third party vendors*

***Travel in Restaurant Entebbe (Uganda) – Cashier - 2013 -2014***

***(Duties and responsibilities)***

* *Handle cash transactions with customers*
* *Scan goods and collect payments*
* *Issue receipts, refunds, change or tickets*
* *Redeem stamps and coupons*
* *Make sales referrals, cross-sell products and introduce new ones*
* *Resolve customer complaints, guide them and provide relevant information*
* *Greet customers when entering or leaving establishments*
* *Maintain clean and tidy checkout areas*
* *Keep reports of transactions*
* *Bag, box or wrap packages*
* *Pleasantly deal with customers to ensure satisfaction.*

***Nile Breeze Hotel Jinja (Uganda) –Waiter /Bellboy 2010-2013***

***(Duties and responsibilities)***

* *Prepare tables for meals, including setting up items such as linens, silverware, and glassware*
* *Remove dishes and glasses from tables or counters, take them to kitchen for cleaning.*
* *Assist host or hostess by answering phones to take reservations or to-go orders, and by greeting, seating, and thanking guests.*
* *Perform cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.*
* *Bring wine selections to tables with appropriate glasses, and pour the wines for customers.*
* *Perform food preparation duties such as preparing salads, appetizers, and cold dishes, portioning desserts, and brewing coffee.*
* *Escort customers to their tables.*
* *Garnish and decorate dishes in preparation for serving.*
* *Fill salt, pepper, sugar, cream, condiment, and napkin containers.*
* *Describe and recommend wines to customers.*
* *Provide guests with information about local areas, including giving directions*

***Knowledge and Ability***

* *Ability to close deals.*
* *Ability to work individually and within a team.*
* *Flawless trouble shooting technics.*
* *Always willing to learn and adapt very fast.*
* *Honest, hard worker and committed.*
* *Excellent communication skills.*

***Trainings and Skills acquired (Professional background)***

* *Vest with modern techniques, Technologies and best practices.*
* *Excellent communication skills.*
* *Always professional in all my endeavors.*
* *Team Player*
* *Having a friendly and engaging personality.*
* *Comfortable working with members of the public.*
* *I have a confident manner.*
* *I am helpful and polite.*
* *Always physically fit because I will be on my feet for most of the day and may be required to lift large amounts of stock.*
* *Possesses a comprehensive understanding of my area and line of duties.*
* *Knowledge of inventory techniques.*
* *Above all, I am smart in appearance and very articulate.*

***Hobbies***

*Researching Reading intelligent journals* 

***Reference***

*Provided upon request*

***Declaration***

***Wakadala***