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**MUTHU**

Contact Number : C/o 971503718643

Email : [muthu.378234@2freemail.com](mailto:muthu.378234@2freemail.com)

**OBJECTIVE**

I am sociable, lively and have good communication skills. I get on well with most people. I am renowned for keeping cool under pressure and enjoy learning new skills. Also I have the ability to play as a good team player.

**ACADEMICS**

* Bachelor of Science in Hospitality and Hotel Administration in Tamil Nadu Open University.
* Completed three year Diploma in Hotel Management & Catering technology at AnnaiFathima College, Madurai.
* Completed Certification course in Wines & Spirits.
* Completed Diploma in Culinary Arts in International Cruises Culinary Academy Centre, GOA.

**WORK EXPERIENCE**

* **FORTUNE Group of Hotels in Bangalore.**

From : August 4th 2016 to December 2017.

Position : Asst. Restaurant Manager.

* **B.P. Group of Restaurant in Texas USA.**

From : October 10th 2014 to April 2016

Position : Asst. Dining Manger

* **Rangoli Fine Dining Restaurant in Virginia, USA**

From : March 2012 to May 2014

Position : Dining Supervisor.

**Carnival Cruise Line in Miami, Florida, USA**

From : 2011 to 2012

* **Hotel Orchid in Mumbai**

From : 2008 to 2010

Position : Bar Man.

**ADDITIONAL QUALIFICATION**

* On Job training certificate (certified trainer)
* Wine & Spirits training from Mumbai.
* Prompting, up-selling and suggestive selling the products
* Guest Complaints Handling
* Telephone Handling Techniques
* Basic Food & Hygiene
* First Aid training
* Knowledge of USPH & HACCP

**JOB DESCRIPTION**

* Regular training sessions with the assigned team in line with the department.
* To ensure that the outlet is managed efficiently according to the established concept statement.
* Maintaining Regular contact and making sure the guest are comfortable.
* Maintained standards of quality for all dining areas.
* Deal with customer queries and complaints.
* Motivated the employees to obtain the better performance.
* Built strong customer and client focus.
* Managed cash register and monetary transaction’s correctly.
* Performed opening and closing duties as required.
* Marking daily requisitions and inventories etc.

**PERSONAL ATTRIBUTE :**

* Flexibility in working hours.
* Adaptability to a new environment.
* Ability to work as a Team.
* Positive attitude towards work.
* Genuine eagerness to serve..
* Understanding the duties & Responsibilities during operation.

**PERSONAL INFORMATION**

Date of Birth : 10th October 1987

Sex : Male

Religion : Hindu

Marital Status : Married

Nationality : Indian

Languages Known : Tamil, English & Hindi

Other Interest : Travelling and Listening Music

**PASSPORT DETAILS**

Passport Issue Date : 05/02/2018

Passport Issue Place : 04/02/2028

**DECLARATION**

I sincerely certify that the particulars given above are accurate to the best of my knowledge. I assure that if I am selected, I shall discharge my duties to the entire satisfaction of the organization.

Place :

Date :

Regards,

**Muthu.**