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**Pari**

Email address: [pari-390932@gulfjobseeker.com](mailto:pari-390932@gulfjobseeker.com)

**Career Objective**

Seeking to obtain employment in a progressive establishment in order to apply my abilities, skills and experiences to develop and hone my fullest potential as a professional for continued personal growth and professional advancement. I am looking for a challenging career which suits the best of my professional abilities and for more responsibility and a position in a more ambitiousindustry.

**Key Skills**

|  |  |
| --- | --- |
| * Effective Communication Skills | * Effective Computer and Internet Skills |
| * Time Management | * General Customer Service |
| * Cashiering | * Restaurant Booking Management |
| * Great Interpersonal Skills | * Food & Beverage Industry Knowledge |
| * Problem solving and analysis | * Detail Oriented |

**Professional Experience**

**Café in**

**President hotel**

*F & B Supervisor,(july 1st 2019 to till)*

**Restaurant in**

*Dubai UAE*

*F & B Hostess (26th October 2017 to June 2019)*

**Hotel**

*Al Barsha, Dubai UAE F*

*& B Hostess (March 2017 – October 2017)*

**Food Court**

*Mohali, India*

*F & B Hostess (June 2016 – February 2017)*

**Restaurant**

*Mohali, India*

*F & B Hostess (September 2015 – May 2016)*

**Key Deliverables:**

* Reporting directly to the manager.
* Greeting & welcoming guests
* Directing guests to their designated tables
* Arranging table reservations for guests
* Taking orders, serving, bussing in & out tables.
* Creating and completing necessary end shift reports.
* Ensuring to meet the needs of the guests
* Ensuring the cleanliness of all areas before the start of operation
* Accurately answering guest inquiries through phone and personal.
* Collecting feedbacks from departing guests for the improvement of the establishment.
* Answering incoming calls to the restaurant and provide appropriate service.
* Tend to special guest needs and requests.
* Observant to guests’ needs throughout dining experience to ensure they receive high quality service.
* Help dining room staff by setting and clearing tables; replenishing water; serving beverages.
* Contribute to team effort by accomplishing related results as needed.

**Academic Qualifications**

* **Diploma in Hotel Management and Catering Technology**

Anna Malai University

Chennai, 2011

* **Passed 12th from HP Board in 2013**
* **Passed 10th from HP Board in 2010**

**Personal Details**

* Name: Pari
* Birth Date: 29th July 1992
* Age: 26 years old
* Height: 5’4’’
* Weight: 65 kg
* Sex: Female

***I do hereby declare that all the information given above is true and correct with the best of my knowledge.***

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**PARI**

Applicant