



SAMEER SHA N

Thalachira manzil, Nellimoodu, Kulathupuzha(p
o), Kollam, Kerala, India

0503072793

shasameer456@gmail.com

08/05/1997

OBJECTIVE

TO ACHIEVE A CHALLENGING POSITION IN A PROFESSIONAL ORGANIZATION THROUGH SELF-IMPROVEMENT BY EXCELLING IN ALL RESPONSIBILITIES WITH SINCERE HARD WORK, DEDICATION AND COMMITMENT. TO WORK TOWARDS THE DEVELOPMENT OF THE ORGANIZATION AND GROW WITH IT

SKILLS

- TEAM WORK
- WORK ETHIC
- COMMUNICATION
- LEADERSHIP
- ORGANIZATION SKILL
- TIME MANAGEMENT
- SELF MOTIVATED
- PUNCTUAL
- HARD WORKING
- HONESTY
- PROBLEM SOLVING & ANALYTICAL SKILL

PASSPORT DETAILS

Passport Number : P5373424

Date of issue : 31/03/2017

Date of expiry : 30/03/2027

COMPUTER PROFICIENCY

- MS office
- Basic operation
- Internet & E-mail

LANGUAGE

- English
- Hindi
- Malayalam
- Tamil

EXPERIENCE

07/09/2019 - 31/12/2019	MASCOT HOTEL, TRIVANDRUM, KERALA, INDIA INDUSTRIAL TRAINING
10/01/2020 - 30/01/2021	MASCOT HOTEL, TRIVANDRUM, KERALA, INDIA COMMI THIRD

OUTDOOR CATERING

DIFFERENT HOTELS

EDUCATION

2019	BHARATHIYAR UNIVERSITY DIPLOMA IN CATERING SCIENCE AND HOTEL MANAGEMENT 75%
2014	WEST HIGHER SECONDARY SCHOOL HIGHER SECONDARY 65%
2012	BMGHS HIGH SCHOOL SSLC 75%

EMPLOYMENT CHRONICLE

CUSTOMER RELATIONSHIP EXECUTIVE - (9/03/2021 TO 12/10/2021)
OBERLO IMPEX PVT, LTD KOLLAM, KERALA, INDIA
KEY RESPONSIBILITIES

- Meeting with potential clients to gauge the utility and viability of prospective working relationships.
- Ensuring regular contact with existing clients to maintain our company's presence.
- Repairing disengaged or fractured relationship.
- Identify a range of our offering that could meet the goals and value of each client.
- Proposing and deliberating potential solutions in consultations with clients.
- Prompting client to upgrade their existing packages and to purchase additional offerings.
- Harnessing internal relationships to better address clients' needs and to maximise our profits.

PROJECTS

KEY RESPONSIBILITIES AS COMMI 3 AND OUTDOOR CATERING

- Provide the highest and most efficient level of hospitality service to the hotel guests.
- Work in the designated station as set by Executive chef and/or Sous chef.
- Able to organise the assigned work area and efficiently put away orders.
- Able to produce a quality product in a timely and efficient manner for the guests or staff.
- Responsible for preparing and cooking all food items by the recipe and to specification.
- Prepare all menu items by strictly following recipes and yield guide.

- Prepare, seasons and cook a wide variety of meats,vegetables,soup, break fast dishes and other food items.

- Set-up the station with par stocks of menu items, and prepare the dishes designated for that station.

PERSONAL STRENGTH

- COMMUNICATION - Interpersonal skills - verbal, problem solving and listening skills in any administrative rolls.

- SERVICE - Having a customer focused approach skills include patients, Attentiveness and a positive language.

- ORGANIZATION - Helping others, Organize a to-do list, Prioritizing tasks by the dead line for improving time management.

- MANAGEMENT - Management skills to direct others and review others performance.

REFERENCE

AVAILABLE UP ON REQUEST

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

SAMEER SHAH