

MANOJ KUMAR

ABOUT

Experience and motivated Asst F&B Manager And Restaurant Bar Manager with more than 10 years of experience, I am prepared to significantly contribute to Many Hotels includes leading operations, teams, and processes to drive business and customer service success within the restaurant sector. From training and developing staff to overseeing budgets and profit and loss responsibilities.

CORE COMPETENCIES

- Hospitality industry experience
- Customer service skills
- A friendly personality
- Strong communication and interpersonal skills
- Being able to speak a foreign language at conversational level
- Availability to work in shifts and flexibility
- Reservation management
- Concierge services

EDUCATION

Uttaranchal Board, India

- Higher secondary School

Uttaranchal Board, India

- Higher School

Food Craft Institute (FCI), India

- Diploma in Hospitality Services Management (2005-2006)

The City Club DLF,India

- 6 Month IT Training (2006)

Magique Bar And Restaurant

- 6 Month Job Training (2007)

DOMAIN SKILLS

- To greet and welcome the guests who are checking in, arrange for the collection and storage of their luggage
- To pay close attention and carefully listen to the needs of the guests and to attend to their special needs
- Supported VIP guests in a close and attentive manner and kept hotel staff apprised of specific needs
- To keep a track of the current hotel accommodations and ensure that the hotel registration procedures are carried out appropriately
- To promptly respond to the customer's inquiries and demands, and make arrangements for the subsequent services by coordinating with the other department
- To promote the products and services of the hotel, so that there is maximum flow of cash ensuring better business growth.

MAJOR ROLES IN VARIOUS ORGANIZATIONS



 Dubai , United Arab Emirates

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 10 + Year Experience

SKILLS & STRENGTHS

- Manage and oversee the Entire hotel F&B operation
- Deliver superior guest services
- Ensuring guest satisfaction programs
- Plan new and update existing menus
- Plan and develop the overall F&B Outlets Marketing strategy
- Participate at local food events
- Respond efficiently to customer questions and complaints
- Organize and supervise shifts
- Training and evaluate staff performance
- Estimate consumption, forecast requirements and maintain inventory
- Manage Supplies
- Control costs and minimize waste

COMPUTER SKILLS

- Excellent In M.S Office
- Excellent Skills to manage Windows/DOS
- Good Typing Speed
- Gmail, Outlook
- POS

PERSONAL INFORMATION

- Nationality Indian
- Gender Male
- Marital Status Married
- Date of Birth 25th May 1985

LANGUAGES KNOWN

- English
- Hindi

ACHIEVEMENTS

- During working with Magique , was the best employee of the month August 2008,
- Been in Turkey (Bodrum) for a Destination Indian Wedding Function Catered by Celebrity Chef Mr. Marut Sikka, In May 2018,
- During the period of working with Magique Hospitality ,been to Italy (Venice) for a Destination Indian wedding function catered by Celebrity Chef Mr. Marut sikka) IN 2011, all most 700 guest it was for the 7 days event

PROMOTION HISTORY

Trainee Captain

- 1 st September 2008.

Captain

- 1 st of April 2010.

Senior Captain

- 1 st February 2011.

Assistant Restaurant Manager

- 25 th April 2012

**Chelsea Plaza Hotel 2nd December Street
Dubai,UAE**

Asst.F&B Manager (Jan 2021- Till date)

- Managing food and beverage operations within budget and to the highest standards
- Leading F&b team by attracting, recruiting, Training and appealing talented personnel
- Preserve excellent levels of internal and external customer service

Ramee Royal Hotel Karama Dubai,UAE

Multi-Outlet Manager (Feb 2019- Jan 2021)

- Order ingredients in the correct quantities for the kitchen staff.
- Design exceptional menus, purchase goods and continuously make necessary improvements
- Identify customers needs and respond proactively to all of their concerns

**The Noodle Room Restaurant JBR Dubai,UAE
Restaurant Manager (Dec 2016 - Dec 2019)**

- Creates a positive team atmosphere among Team Members.
- Maintains records of staff periodic manner and operating costs.
- Provides feedback and coaching to the Team regularly.
- Understands building capability through Cross training.
- Gives recommendations on menu and specials of the day

Astoria Hotel Bur Dubai,UAE

Restaurant And Bar Manager(Oct 2015- Nov 2016)

- Work closely with management to meet revenue objectives
- Implement appropriate strategies to resolve adverse trends and improvesales
- Maintain safe working conditions

Kebab Grill 44, Dubai Mall, UAE

Restaurant Manager (Sep 2012 - Sep 2015)

- Ensure that health and safety protocols are adhered to.
- Keep a meticulous record of income and expenses.
- Open and close the restaurant on time.
- Greets and welcomes guests to the restaurant
- Brings guests to their tables and provides menus
- Conducts up-selling of select menu items

Magique” Hospitality, India

Asst Restaurant And Bar Manager (Sep 2007 - April 2012)

- Research new wholesale food suppliers and negotiate prices
- Calculate future needs in kitchenware and equipment and place orders, as needed
- Manage and store vendors’ contracts and invoices
- Coordinate communication between front of the house and back of the house staff