**CURRICULUM VITAE**

**Name: TANVEER UL ISLAM**

**Nationality: Pakistan**

### Mobile Number: +971 528056764

**Email Address: tanveerislam70@gmail.com**

**Date of Birth 16/01/1994**

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### Passport Number: QR1802792

**Visa Status: Residence**

**Driving License: 3686272**

**License Expire: 06/07/2026**

**Post – Waiter/ Driver**

**PROFILE:**

An enthusiastic self-motivated individual with excellent inter personal skills the ability to take responsibility & work as a team. Quality & customer focused with the drive to achieve results. To seek a challenging & responsible assignment in a reputable organization, where i apply my current skills & knowledge.

**EMPLOYMENT HISTORY**

**CATERIYA CATERING SERVICES LLC in DUBAI, U.A.E**

**Designation: Driver and Outlite Supervisor**

**Duration: 2 Years**

**Duties:**

* Welcoming and greeting the guests with a smile and standing tall at all times.
* Presenting the menu and taking orders from guests for food or drinks.
* Serve food or beverages to guests.
* Collect payments from customers.
* Remove dishes and glasses from tables or counters, and take them to kitchen for cleaning.
* Fill salt, pepper, sugar, cream, condiment, and napkin containers.
* Knowing how to answer or fix a complaint.

**SWISS ALGHURAIR HOTEL in Dubai U.A.E**

**Designation: Waiter**

**Duration: 3 Years**

**Duties:**

* Greeting guests and offering them appropriate seats.
* Competent at recommending menus and side orders.
* Efficiently set up tables and maintain food hygiene standards.
* Exceptional talent for relaying orders to kitchen staff through POS system.
* Proven ability to maintain sanitation and cleanliness of dining area.
* Making sure the dining room is presentable
* Responsible for all service preparations before, during and after services

**Rotana Hotel & Royal Radisson in Dubai**

**Designation: Waiter**

**Duration: Six Months**

**Duties:**

* Communicate order details to the Kitchen Staff
* Serve food and drink orders
* Arrange table settings and maintain a tidy dining area
* Deliver checks and collect bill payments
* Carry dirty plates, glasses and silverware to kitchen for cleaning
* Follow all relevant health department regulations
* Responsible for all service preparations before, during and after service
* Ensure minimum wastage, breakage and spoilage.
* Actively use up selling techniques to exceed Guests expectations and increase revenue.

**EDUCATION BACKGROUND**

* High School Certificate

**LANGUAGES**

* English, Arabic, Hindi & Urdu

**PERSONAL SKILLS**

* Executive certificate of supply chain & Logistices
* Ability to work independently
* Good Communication Skills
* Customer Services

**HOBBIES**

Sporst, Traveling , Watching

**DECLARATION**

I certify that the above are true and correct to the best of my knowlege and ability. If given a chance to serve you. I assure you that i will execute my duties for the total satisfaction of my superiors.

**REFEREES:** Available Upon Request.