



# D.SATISHREDDY

## PERSONAL PROFILE

A Confident and highly organized professional hotelier with 6years of experience with a proven ability to improve working environments and a commitment to employer welfare's like to working team.

## WORK EXPERIENCE

### BALITHAI RESORT WORLD SINGAPORE 03-2016 TO 09-2016

- Cleaning and maintained station in practicing good sanitization, organization skills.
- Worked indifferent are as of kitchen.
- Cleaning before and after services of restaurant.
- Making drinks and serving food and beverages.
- Billing
- I had handled guest complaints professionally and in a efficient manner ensuring costumers compliant resolving and communication with other departments
- In my training I had to working all four departments.
- Maintained relationship with upper management and assisted in their management.
- Developed and maintained strong customer relationship with all the loyal customers so that they can visit again and again.
- Had understanding and knowledge to properly use and maintain all equipment in station.

### FRONT OFFICE ASSOCIATE IN RELIABLE HUMAN RESOURCE PVT.LTD. HYDERABAD, INDIA 10<sup>th</sup> April 2014 TO 31<sup>st</sup> JAN 2016.

- Handling several clients by resolving their queries.
- Customer relation while dealing with the clients professionally.
- I also trained few intern staff.
- Completed my targets in onetime and get rewarded by the company
- Attending night shift during the period of my working
- Sometimes I handled the accounts department
- In my work period I always she pothers departments.
- I maintained good relationship and team work by perming their work.

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Dubai, United Arab Emirates

## PERSONAL INFO

- Date of Birth : 17/09/1993
- Nationality : Indian
- Gender : Male
- Religion : Hindu

## SKILL SUMMARY

- Bar
- Food Service
- Billing
- House Keeping

## LANGUAGE INFO

- English
- Hindi
- Telugu

## REWARDS – OJT

Programme F & B Services  
management Certificate – 2016  
Katrina Holdings Pvt Ltd

# COMPUTER SKILLS

- Windows application
- Microsoft word
- Microsoft excel
- Xp, Netsurfing

## EDUCATIONAL QUALIFICATION

Bachelor Degree of  
Hotel Management  
Sun Institute

Diploma In Hotel Management  
ICASTEC College  
Singapore

## KEY SKILL

- Hardworking, Dedicated & result oriented.
- Quick learner & Active team player.
- Excellent communication skill.
- Pleasing manners & well disciplined.

## PASSPORT INFO

- Passport No : MO156387
- Date of issue : 16/07/2014
- Date of Expiry : 15/07/2024
- Place of Issue : India

### ROLLAN RAIN TREE BUR DUBAI HOUSE KEEPING DEPARTMENT 6 MONTHS

- Making bed.
- Cleaning room.
- Supervising the housing department
- Handling guest.
- Attending phone conversation.

### KAMATH RESTAURANT VISAKHAPATNAM 1<sup>st</sup> JAN 2017 TO 18<sup>th</sup> FEB 2020.

- Serving food and beverage other customers efficiently.
- Handling the staff
- Handling guest complaints and ensuring to by follow-up to resolving their problem.
- Trained the staff.
- I also assist accounts department.
- I always work as a team.
- During my working hours I assist other department.
- I had a good relationship with my loyal customers by fulfill their needs by following company rules and regulations.
- I also assisting food and safety department
- I have good relationship with micro-staff.

### DECLARATION:

I hereby declare that the above furnished information is true and best of my knowledge