



RUPESH MELEPARAMBIL
Senior Supervisor

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PERSON in CHARGE - Advanced
Certificate Number: FS3636737

RESUME OBJECTIVE

A dynamic professional having 23+ years of accomplished career in major five-star hotels with 3+ years in UAE and 14 years of International Clubs experience. Highly efficient in planning, managing and supervising operations.

CERTIFICATION & TRAININGS

- **Person In Charge – Advanced**, Highfield International (UK) & Food Safety Department - Dubai Municipality
Certificate Number: FS3636737
- **Certified in Essential Food Safety Training (EFST)**
Conducted by Abu Dhabi Food Control Authority (Government of Abu Dhabi)
- **Certified in the "Break the chain of COVID -19 infection"**
conducted by MBRU (Muhammed Bin Rashid University of Medicine and Health Science)
- **Basic Firefighting Training** (Civil Defense training program) conducted by Jaheziya Training Centre (Government of Abu Dhabi)
- In-house training
 - HACCP awareness by ADN H COMPASS
 - Basic Food Safety Training – Food Service by ADN H COMPASS

SKILLS

- Food & Beverage Operations
- Guest Delight and Service
- Food Festival Planning
- Promotional Campaign Planning
- Budgeting & Forecasting
- Training & Staff Development
- Explored different countries 'culture and Hospitality' by visiting **Germany, France, Hungary, Switzerland, Czech Republic, Austria**

EDUCATION

- **MBA Tourism Management** – Course Completed
- **Bachelor of Arts (Tourism) Studies**
December 2006 | Indira Gandhi National Open University (Govt. of India)
- **Diploma in Food & Beverage Service**
August 1996 | Food Craft Institute, Kalamassery (Govt. of Kerala)

AWARDS

- Awarded an Appreciation letter in 2002 by The President of Bangalore Club, for the dedication and commitment of work.
- Received a memento & appreciation letter from The President and Members of the General Committee of Bangalore Club, for the outstanding performance in 2009.

EXPERIENCE

- **CATERING SENIOR SUPERVISOR, ADN H (Abu Dhabi National Hotel)** | January 2019 – PRESENT
Locations:
 - Saudi German Hospital, Ajman. Catering Senior supervisor | Jan 2021 - Present
 - Address Hotels (Dome), EMMAR, Dubai UAE | March 2021 – Dec 2022
 - Emirates Global Aluminium (EGA) Head Quarters, Abu Dhabi, UAE | January 2019 – Feb 2021
- **OPERATION MANAGER**, Tourism Division, **Royal Travels**, Calicut, Kerala: August 2014 to June 2017
- **CAPTAIN - Food & Beverage Service, Bangalore British Club**, Bangalore | July 2002 to August 2014
(A Prestigious Club started in 1868 by British Government, which has got affiliation with more than 50 clubs across the world)
- **CAPTAIN - Food & Beverage Service, Bangalore Golf Club**, Bangalore | July 2000 to June 2002
(A Prestigious Club started in 1876 by British Government)
- **Institutional Training**, Kerala | September 1996 to June 2000
- Ashok Beach Resort Kovalam, India Tourism Development Corporation (ITDC)
- Hotel Samudra Kovalam, Kerala Tourism Development Corporation (KTDC)
- Tea County Hill Resort Munnar, Kerala Tourism Development Corporation (KTDC)

KEY MANAGEMENT & ADMINISTRATION SKILLS

- Efficient in leading banquet & catering department and ensure highest level of comfort, quality, hygiene & hospitality to the guests
- Have the ability to resolve guest problems quickly, efficiently and courteously
- Ensure Food quality, Hygiene, wastage management, Chiller, Freezer and Dry Store are managed efficiently
- Regularly prepare duty roaster, shift assignments, staff briefing (TBT) and ensure they adhere SOP
- Maintains working relationships with all Departments
- Act as single Point of Contact and constantly interact with guests in order to solicit feedback
- Creating and executing plans for increasing profit & staff development
- Coordinating the entire operation of the Department during scheduled shifts
- Attend safety meetings and trainings regularly
- Report emergency situation on site (accident and incident) immediately