

RESUME



SANTHOSH EDAYATH

MOB: 0552182507 (DUBAI)

D/B: 20/April/1981

E-Mail ID: se.santho@gmail.com

NATIONALITY: INDIAN

LICENSE: UAE DRIVING LICENSE (Dubai)

OBJECTIVES

Seeking a position as an active employee, involving responsibility and working with others as a team member to achieve advancement and growth for the company.

SPECIAL ACHIEVEMENTS

- ✓ First Aid training,
- ✓ Fire fighting training,
- ✓ British Institute of Cleaning Science (PBICSC)
- ✓ Certificate Understanding Chemical Hazard Pictograms from BICSC.
- ✓ Certificate Understanding Color Coding BICSC.
- ✓ Certificate Understanding PPE BICSC.
- ✓ Best employee, Employee of the month of October 2009 Radisson Blu Royal Suite Hotel KSA Jeddah.
- ✓ Supervisor skill training certificate .
- ✓ HACCP (Hazard Analysis Critical Control Point)
- ✓ Responsible business diploma certificate.
- ✓ On-job skills program RESIDOR HOTEL GROUP

LANGUAGE KNOWN

English, Hindi, Malayalam (All Read, All Write and All Speak)

EXPERIENCES

Nov 1st 2020 -to at present (BRIGHT ENVIRONMENT LLC DUBAI) Cleaning Training Manager

DUTIES AND RESPONSIBILITIES

To assist the Cleaning Soft service manager in ensuring that all staff have the skills and competencies to perform their tasks,

Ensure that all Training records are maintained,

Implements and comply with the trust policies and procedures by supervising and monitoring performance to ensure efficient and cost-effective way within budget,

To ensure safety and confidentiality is maintained at all times in respect of staff a

To attend training courses and that implement to our cleaning Team when required,

May 2017-July 2019(MAB FACILITIES MANAGEMENT DUBAI) Senior Cleaning supervisor

DUTIES AND RESPONSIBILITIES

- ✓ *Lead and manage the site based operational activities.*
- ✓ *Daily conduct training, prepare Duty roster and schedule for cleaning,*
- ✓ *Prepare weekly, monthly cleaning report and if any incident report sent to the client as per requirement.*
- ✓ *Participate monthly meeting with client to discuss the site based operational issues.*
- ✓ *Prepare waste management data sheet*
- ✓ *Conduct the tool box talk for new staff*
- ✓ *Establish and maintain Housekeeping schedules and assign employ to areas for various Housekeeping duties.*

Feb 2015-July 2016(ART OF HOSPITALITY Building Cleaning Dubai) Accommodation Supervisor

DUTIES AND RESPONSIBILITIES

- ✓ *Handle colleague welfare and concerns.*
- ✓ *Update regularly the accommodation plan and rooms inventory*
- ✓ *Report incidents in the accommodation to the Human Resources Department*
- ✓ *Follow up with the purchasing on pending items related to the colleague housing*
- ✓ *Pick up and drop of a colleague to the airport.*

April 2014 to Jan 2015(ETISALAT FACILITIES MANAGEMENT DUBAI) Cleaning Supervisor

DUTIES AND RESPONSIBILITIES.

- ✓ Monitor and ensure the training of new personnel
- ✓ Inventories and orders supplies and equipment necessary for the day-to-day operation.
- ✓ Ensure that all areas are clean and free of trash and debris.

Jan 2013-March 2014(Dhawahi Majan Project OMAN) Manpower supply Cleaning Section Manager

DUTIES AND RESPONSIBILITIES

- ✓ Maintaining adequate cleaning supplies at all accounts.
- ✓ Assisting with special projects
- ✓ Track and report updates on staff's productivity and salary issues,
- ✓ Increase brand awareness and drive sales growth
- ✓

Sept 2008-August 2011(Radisson Blue Royal Suite Hotel Jeddah KSA) House keeping Supervisor

DUTIES AND RESPONSIBILITIES

- ✓ Supervise daily the cleaning of hotel Rooms and Public area.
- ✓ Conduct on-job training to subordinates and maintain all records
- ✓ Inspect for cleanliness, proper amenities and maintenance defects
- ✓ Report maintenance defects and follow up with Engineering
- ✓ Inform Superiors about any damage or theft, loss to hotel property
- ✓

COMPUTER QUALIFICATIONS

MS OFFICE & WORD

MS EXCEL

Diploma in Computerized Financial Accounting

ACADEMIC QUALIFICATION

SEPT 1999 12TH CLASS PDC PASSED

MAR 1996 10TH CLASS SSLC PASSED

DECLARATION

I hereby declare that all the details in the application are true, complete, and correct to the best of my knowledge and belief.

Authentically,

[SANTHOSH EDAYATH]

