



Patnam Bharath Kumar

Nationality: Indian **Date of birth:** 10/06/1986 **Gender:** Male

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Other: Manama (Bahrain)

ABOUT ME

Organized and efficient Housekeeping Supervisor with extensive experience in the hotel and hospitality industry. Knowledgeable in areas related to staff management including scheduling, disciplinary matters and evaluation. Expertise in customer service and guest satisfaction.

I am able to handle multiple tasks on a daily basis.

I use a creative approach to problem solve.

I am a dependable person who is great at time management.

I am always energetic and eager to learn new skills.

I have experience working as part of a team and individually.

WORK EXPERIENCE

Housekeeping supervisor

ASDAL GULF INN [30/05/2023 – Current]

City: Manama

Country: Bahrain

Key responsibilities :

1. Direct the work assignments of supervisory and non-supervisory staff in an efficient manner to ensure that guests and other departments receive prompt and courteous service.
2. Check Public Areas / Floors to ensure furnishing, facilities and equipment are clean and in good repair, well maintained and replaced / refurbished as required.. If assigned on Floors, check rooms and particularly those assigned to V.I.P., V.V.I.P and known repeated guests receive special attention to ensure they meet the hotel standards.
3. Coordinate with the other sections of the Housekeeping Department and the other Departments on all relevant matters that affect the physical appearance of the hotel and room status, keep them informed and follow up on outstanding issues. It may be the confirmation of room status to the repair work to be done.
4. When needed, assist the Assistant Executive Housekeepers in the recruitment, management of performance, identification of training need, development of training plan and implementation of training.
5. Conduct monthly training sessions with existing employees in order to meet the identified training needs.
6. Schedule routine inspection by supervisors, of all housekeeping areas including occupied and non-occupied rooms.
7. Control usage of all amenities and cleaning supplies to ensure compliance to budget and ensure appropriate usage of equipment and tools.
8. Assist the Assistant Executive Housekeepers in the monitoring of housekeeping procedures including Lost and Found, Key Control, Security and Emergency procedures, and Health and Safety for employee and guests.

Skills: PUBLIC AREA CLEANING , Catering ,Housekeeping

Housekeeping / Public Area supervisor (Pre-Opening Team)

RIXOS MARINA [07/07/2022 – 28/04/2023]

City: ABU DHABI

Country: United Arab Emirates

Key responsibilities :

1. Direct the work assignments of supervisory and non-supervisory staff in an efficient manner to ensure that guests and other departments receive prompt and courteous service.
2. Check Public Areas / Floors to ensure furnishing, facilities and equipment are clean and in good repair, well maintained and replaced / refurnished as required.. If assigned on Floors, check rooms and particularly those assigned to V.I.P., V.V.I.P and known repeated guests receive special attention to ensure they meet the hotel standards.
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6. Schedule routine inspection by supervisors, of all housekeeping areas including occupied and non-occupied rooms.
7. Control usage of all amenities and cleaning supplies to ensure compliance to budget and ensure appropriate usage of equipment and tools.
8. Assist the Assistant Executive Housekeepers in the monitoring of housekeeping procedures including Lost and Found, Key Control, Security and Emergency procedures, and Health and Safety for employee and guests.

Skills: PUBLIC AREA CLEANING , Catering ,Housekeeping

Housekeeping supervisor (Pre-Opening Team)

UNEV TECHNOLOGIES [06/02/2019 – 27/06/2022]

City: NELLORE, Andhra Pradesh

Country: India

Key responsibilities :

1. Check rooms and common areas, including stairways and lounge areas, for cleanliness.
2. Schedule shifts and arrange for replacements in cases of absence.
3. Monitor and replenish cleaning products stock including floor cleaner, bleach and rubber gloves.
4. Participate in large cleaning projects as required.
5. Ensure compliance with safety and sanitation policies in all areas

Skills: Problem Solving ,Housekeeping Techniques.

Housekeeping Assistant

SOUTHERN HOTELS [02/01/2011 – 27/12/2018]

City: NEW DELHI

Country: India

Key responsibilities

1. Manage General upkeep of the Rooms.
2. sweep, scrub, mop and polish floors vacuum,clean carpets, rugs and draperies.
3. shampoo carpets, rugs and upholstery
4. Dust and polish furniture and fittings
5. Clean metal fixtures and fittings
6. Empty and clean trash containers

Skills : Team Work, Problem Solving , satisfying Guest Needs.

Housekeeping Attendant

DOLPHIN Group Of Hotels [05/12/2009 – 29/12/2010]

City: Hyderabad

Country: India

Key Responsibilities:

1. Dispose of trash in a sanitary manner.
2. clean wash basins, mirrors, tubs and showers

3. make up beds and change linens as required
4. sort, wash, load and unload laundry
5. sort, fold and put away clean laundry
6. operate mechanized cleaning equipment
7. maintain all cleaning equipment and materials in a safe and sanitary working condition
8. monitor and report necessary domestic repairs and replacements

Skills : Participating in large cleaning projects and Events.

EDUCATION AND TRAINING

Bachelor's of Degree

Sri Venkateswara University [10/06/1999 – 30/04/2002]

Address: Balaji colony, 517501 Tirupati, Andhra Pradesh (India)

Board Of Intermediate Education

Chandra Reddy Junior College [10/06/1997 – 30/04/1999]

Address: No-4-55, 524004 NELLORE, Andhra Pradesh (India)

Secondary School Education

Kings English Medium School [14/06/1992 – 30/04/1997]

Address: Chittoor, 517001 Chittoor (India)

LANGUAGE SKILLS

Mother tongue(s): **Hindi**

Other language(s):

English

German

LISTENING C2 READING C2 WRITING C2

LISTENING A1 READING A1 WRITING A1

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2 SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office (Microsoft Word Microsoft / Testing tools

HONOURS AND AWARDS

Certificate of Best Employee

Dolphin Hotels [29/03/2009]

Certificate of Typing Skill

RATATYPE [02/04/2023]

Certificate for Typing Skills - Achieved speed of 45 Words Per Minute.

REFERENCES

Nukala Kamesh

Contact no : +919591979334, Worked in Dolphin Hotels as Systems Engineer

Arif Mohammed

Contact no : +971 505404363, Worked as Sr. Housekeeping Supervisor in Rixos Marina, Abudhabi, UAE.

Sudesh Pujari

Contact no : +973 34665901, Working as Housekeeping Manager in Asdal Gulf Inn, Bahrain.

PASSPORT DETAILS

Passport No : R9357341 ,Validity :
[05/03/2018 – 04/03/2028]

Emirates ID : 764-1980-3473172-3

Validity : up to 11-12-2024