# **CURRICULAM VITAE**

# **PREETHAM JOY CARDOZA**

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# LD/HD Bus Driver (3 & 6)

**Profile:-**

A well-mannered, reliable and competent bus driver with excellent driving skills and a thorough understanding of driving laws. Having a proven ability to drive a bus carefully in a safe and courteous manner, to strict time schedules and in compliance with traffic regulations. Constantly focusing on making journeys a pleasant and hassle-free experience for passengers. Ready and qualified for the next stage in a successful career. Currently working as LD/ HD Bus Driver in intercontinental Fujairah Resort.

 **Strength:-**

Persistent, willing to learn new things every day. Good communication & presentation skill. Hard working, & have capacity to work under pressure. Learn from my past mistakes & be more successful to discharge my assignment. Ambitious and accept challenges.

**Work Experience: -**

**LD and HD Bus Driver**

Park Regis Kris Kin Hotel, Dubai

January 2020 to till date

**LD and HD Bus Driver**

Intercontinental, Fujairah Resort.

November 2018 to September 2019

**LD and HD Bus Driver**

Ramada Hotel and Suites, Sharjah

September 2013 to October 2018

**Responsibilities:-**

* Providing a reliable and safe transport service to the hotel staff and guests.
* Responsible for making sure staff and guests are safe and comfortable at all times.
* Maintain accurate records of journeys, fuel issues and oil, log / mileage sheets.
* Responsible for regularly checking the condition & safety of the bus.
* Keeping the bus interior clean and safe for passengers.
* Keeping operational records and making simple records
* Reporting delays and accidents to controllers at head office.
* Checking a buses water, gas, oil and mechanical condition before driving.
* Preparing reports on incidents, hours worked, mileage, fuel consumption.

**LD And HD Bus Driver**

RAK Abela Flight Catering LLC, Ras Al Khaimah

July 2011 to August 2013.

**Responsibilities: -**

* Delivery of food stuff to the destination, staff pickup and drop from accommodation to company.
* Keeping the bus interior clean and safe for passengers.
* Keeping operational records and making simple records
* Reporting delays and accidents to controllers at head office.
* Checking a buses water, gas, oil and mechanical condition before driving.
* Preparing reports on incidents, hours worked, mileage, fuel consumption.

**WAITER**

RAK Abela Flight Catering LLC, Ras Al Khaimah

April 2009 to July 2011.

**Responsibilities:-**

* Welcome guests and make them feel comfortable.
* Write food orders on order slips for transmittal to kitchen staff.
* Take orders from guest for food or beverages.
* Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Serve food and beverages to customer, prepare and serve specialty dishes at tables as required.
* Deliver beverages and food in a timely manner
* Fill salt, pepper, sugar, cream, condiment, and napkin containers
* Check-in with guests to ensure that everything is going well.
* Refill beverages throughout the meal.
* Deliver guest’s bill and thank them for dining at the restaurant.
* Work with other servers and be a team player.

**PERSONAL DATA :**

Date of Birth : 25/03/1987

Gender : Male

Nationality : Indian

Marital Status : Married

Educational Qualification : SSLC

Language : English, Hindi, Kannada

**Passport Details :**

Passport Number : G4346194

Place of Issue : Dubai

Date of Issue : 27/07/2017

Date of Expiry : 26/07/2027

Licence No : 132265

Issue Date : 13/07/2011

Expiry Date : 12/07/2021

**Reference: -** Upon your request

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