**CURRICULUM VITAE**



Hemant Pankaj Mishra,

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# CAREER OBJECTIVE

Seeking a position to utilize my skill and abilities the hospitality industry that offers professional growth while being successful innovative and flexible. To achieve my goals and objectives by implementing my ideas and knowledge through the opportunities given to me while working. Thus giving my best of the organization in which I am working.

# EDUCATIONAL QUALIFICATION

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| --- | --- | --- | --- | --- |
| **School/College Name** | **Examination** | **Year Of Passing** | **University Name** | **Percentage** |
| C.L.M.S (School ) | SSC | 2009 March | Maharashtra Board | 46.46% |
| Y.C.O.U.M | HSC | 2013 March | Nashik Board | 78.00% |
| Sp.more  College Of Hotel  Management & Tourism Studies  Navi Mumbai. | H.M.C.T. | 2013-2015 | P.T.U  (Punjab Technical University) | 73.33% |

# COMPUTER SKILLS

* Certified with (MS-CIT) in month of June 2011.
* MS Office & Excel word document
* IDS software
* Internet Operating

# WORK EXPERIENCE

* Currently working in Majestic Court Sarovar Portico, Navi Mumbai as a
* Housekeeping Executive from Jan 2020 to till date.
* Worked as Housekeeping supervisor from 2017 till 2019.
* Worked as Housekeeping associate Jan 2016 till 2017
* Completed 1 Year with hotel Kohinoor elite, Mumbai as a Housekeeping Associate from Jan 2015 to Dec 2015.
* Completed 3 month Job training with hotel Royal Orchid from September 2013 to Dec 2013.
* Completed 04 month Job training with hotel Kohinoor elite hotel from July 2014 to Nov 2014.

# JOB KNOWLEDGE

* Software Used in housekeeping Department –IDS
* Knowledge about various chemicals and machines used in housekeeping, their maintenance.
* Installation of machines used in housekeeping.
* Good knowledge of all housekeeping operations including man power planning, Inventory controls and day to day operation in housekeeping.
* Good knowledge of stain removing techniques.
* Servicing of housekeeping equipment.
* Handle all housekeeping laundry and linen room operations.
* Knowledge of all store activities i.e. Receiving, Issuing of store items and inventory controls.

# STRENGTHS

* Ability to with stand long working hours.
* Ability to get work done by staff.
* Believers on team work.
* Accept challenge & problem solving skill.
* Trustable & believe on hard work.

# PERSONAL DETAILS

**Name** :- Hemant Pankaj Mishra

**Date Of Birth** :- 24th Nov. 1991

**Nationality**  :-Indian

**Status**  :-Single

**Sex** :- Male

**E-Mail** :- hemant.chunnu@gmail.com

**Hobbies** :- Playing Chess and Carom

**Language Known** :- English , Hindi and Maithili.

**Passport No .** :-N2841452

# REFERENCES

Date-: / / Place -: Mumbai

**HEMANT PANKAJ MISHRA**