**CURRICULUM VITAE**



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| **Sandeep Singh Rajput** | |
| Sanday Baba ki bagiya, AB Road, Laxmi gunj, Lashkar,  Distt. Gwalior, Madhya Pradesh - (474001) | |
| **Mob. No. 98935-05116** | |
| **sandeep.rajput2050@gmail.com** | |
| Objective | To combine my sincere offer with skill to achieve a successful career in the field. To work for uplift and the progress for the organization on utilizing skill and make a strong platform. |
| Education | Completed a regular **Diploma in House Keeping** (One & half year duration) conducted during the session 2014-15 by the **Institute of Hotel Management Gwalior** (M. P.). |
|  | 10th From M.P. Board Bhopal.12th From M.P. Board Bhopal |
| **Training** | Six months **On Job Training** in **Reliance VIP Guest House** Jamnagar (Gujarat). |
| **Experience** | * **01 year working** with **Hotel Narayani Height \*\*\*\*\*** Ahmedabad (Gujarat) as a **Guest Service Assistant**. * 01 year working with **Golden Tulip Grand View Resort,**  Candolim (Goa) as a **Guest Service Assistant**. * 02 year working with Radisson Blue Hotel, Udaipur, (Rajasthan) as a **Sr. Guest Service Assistant**. * 01 year 06 month working with **Clarks Amer Hotel**, Jaipur, (Rajasthan) as a **Supervisor.** * **November 2020 presently working with Chandela hotel , khajuraho ,(mp) as a Supervisor .** |
| **Computer skill** | Basic Knowledge of Computer. |
| Personal Profile | Date of Birth                     : 08 April 1993  Father’s Name                  : Sh. Avtar Singh Rajput  Marital Status : Married  Nationality : Indian |
| **Languages** | Hindi & English |
| **Hobbies** | Playing cricket, Traveling & Listening to songs. |

**Housekeeping Aide**  
• Offered guest support for all times  
• Tagged lost and found items and turns them in to administration  
• Performed towel service responsibilities as required  
• Complied with all protection and security policies in line with Company standards  
• Cleaned assigned guest units compliant with defined standards  
• Stocked and maintained cleaning carts and storage rooms  
• Reported repairs issues to accommodation Inspector

**SPECIAL SKILLS**  
• Concise, clear verbal and written communication skills  
• Excellent customer service skills  
• Demonstrates ability to interact with coworkers in a variety of situations and maintains a calm demeanor

in a stressful environment  
• Ability to read and interpret documents

**KEY SKILLS**

**\***Bed Making

\*Towel Art

\*Decoration

\*Rangoli Art

\*Flower arrangement

**Achievements:-**

Got a best employee of the house keeping department award in Reliance VIP guest house Jamnagar (Gujarat)

**Declaration** – I declare that all the point mentioned here above are true to the best of my knowledge. Nothing has been suppressed or no point has been stated falsely.

Date :

Place: Khajuraho

Signature

**(Sandeep Singh Rajput)**