

## **CURRICULUM VITAE**



### **KALPIT JOSHI**

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#### **Permanent Address:-**

V/P:- Gaonguda (Brahmpuri)

TEH- Kankroli.

Dist- Rajasmand (Rajasthan)

PHONE :- **+91- 9610034096**

EMAIL : **joshikalpitkalpit@gmail.com**

#### **Career Objective:-**

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To obtain a challenging role in a growing organization those utilizes my analytical & interpersonal skills as well as fulfill my desire to work in a professional

<b>Course</b>	<b>Duration</b>	<b>Board/University</b>	<b>College/School</b>	<b>Grade</b>
<b>MBA</b> in Hospitality Management.	2010-2011	Punjab Technical University	Institute of Hotel Management & Catering Udaipur	Pass
<b>B.A</b> (Graduation)	2007-2009	M.L.S.U. Udaipur	S.M.B Collage Nathdwara	Pass
Senior Secondary	2006	RBSE	Govt. Sen. Sec. School Gaonguda	Pass
Secondary	2003	RBSE	Govt. Sen. Sec. School Gaonguda	Pass

## **Educational Qualification:-**

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## **Professional Achievements:-**

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- Completed successful 6 months Industrial training from **Club Mahindra Varca Beach GOA** Since 09<sup>th</sup> May 2011 To 18<sup>th</sup> October 2011.
- Got Employee Of The Month And Heart Of The House (Housekeeping Department) In **Ramada Udaipur Resort & Spa**.

## **Work Experience:-**

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- ❖ Work With **Club Mahindra Varca Beach Goa** As A Housekeeping Assistant From 20<sup>th</sup> October 2011 To 01<sup>st</sup> October 2012.
- ❖ Having Two And Half Year Experience at The **Ramada Udaipur Resort And Spa**, As A Housekeeping Assistant And Desk Co-ordinator since 10<sup>th</sup> October 2012 To 10<sup>th</sup> July 2014.
- ❖ Worked With **Shikarwadi Hotel ( A Unit Of HRH Group Of Hotels)** As A Housekeeping Supervisor From 15<sup>th</sup> July 2014 To 15<sup>th</sup> November 2015.
- ❖ Worked With **Club Mahindra Kumbhalgarh** As A Housekeeping Supervisor Since 26<sup>th</sup> November 2015 To Till Date 18<sup>th</sup> April 2017.
- ❖ Worked With **Via Lakhela Resort & Spa Kumbhalgarh** As A Housekeeping In charge Since 22<sup>nd</sup> April 2017 To 20<sup>th</sup> October 2020 (Member Of Pre Opening Team).
- ❖ At Present Working With **BoDhi A Boutique Hotel Kumbhalgarh (A Unit Of Aaradhna Hospitality)** As A Housekeeping In charge From 25<sup>th</sup> October 2020 to Till Date (A Member Of Pre Opening Team).

## **Core Responsibilities:-**

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- To make sure maintenance & upkeep of each and every room under my supervision, before guest's arrival and after departure.
- To make sure upkeep and maintenance of public areas in the hotel.
- Replenishing & proper placement of room amenities.
- To make sure that the stay of guests' is as comfortable as it could be, by providing fast and prominent room service as and when required.

- Handling Missing & Breakage Items.
- Handling Lost & found of Guest.
- Knowledge of Monthly All Housekeeping Inventory.
- Handling Weekly Housekeeping Store.
- Knowledge of Housekeeping Cost Controlling.
- Handling Housekeeping Monthly Staff Placement & Duty Roaster.
- Handling Housekeeping Control Desk.
- Knowledge of Marble Polish , Scrubbing , Buffing , Teraanova , Noble polish

### **COMPUTER & SOFTWARE PROFICIENCY:-**

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- Knowledge of Internet.
- Knowledge of MS Word & MS Excel.
- Knowledge Of Following Software:-
  - IDS
  - HOTELIER
  - OPERA
  - SAP
  - WINHMS

### **Strengths:-**

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- Self-Confidence
- Hard Work
- Good in Team Work.
- Honesty
- Punctual Of Time

### **Personal Details:-**

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<b>Name</b>	:	Kalpit Joshi
<b>Father's Name</b>	:	Mr. Banshi lal Paliwal
<b>Nationality</b>	:	Indian
<b>Date of Birth</b>	:	26 <sup>th</sup> Nov.1988.
<b>Languages Known</b>	:	Hindi & English

**Sex** : Male  
**Marital Status** : Married  
**Hobbies** : Listening To Music & Making New Friends  
**Applying For** : Assistant Housekeeping Manager.

**Reference:**

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1. Mr. Praveen Soni Hotel Manager of BoDhi A Boutique Hotel Kumbhalgarh.
2. Mr. Keshav Singh Sisodia Assistant Housekeeping Manager Ananta Resort and Spa Udaipur.
3. Mr. M.R Sehgal Director Of Institute Of Hotel Management And Catering, Udaipur.

**DECLARATION :-**

I hereby consider myself familiar with hospitality I am also confident about my ability to work in a team. I hereby that information furnished above is true to the best of my knowledge.

**Date:.....**

**(KALPIT-JOSHI)**

**Place :.....**