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GOURAV ACHARYA

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| Objective :- | To constantly endeavor in industry for profit of the organization, team and self by learning being the basis of it all. | | |
| Professional Experience:- | **The Fern Hotels & Resorts (Concept Hospitality) - Apr.2019 to till date**  **Harsha The Fern Shivamogga, Karnataka**  **The Fern Residency Residency, Satara (Pre-Opening )**  **Assistant Food & Beverage Manager**  Job Responsibilities:   1. As Head of the department responsible for day to day F&B Operations in various outlets. 2. Ordering and receiving Crockery, Cutlery and glassware. 3. Planning, implementing and controlling F&B processes. 4. Recruitment and training of team members. 5. Menu planning, menu designing for all day dining restaurant, Bar and Banquets. 6. Taking daily meetings with outlet manager and team leaders to ensure smooth operations.   7. Performed regular analysis of food and beverage prices to sustain competition in the banquets and  Restaurant business.  **Radisson Blu, Kharadi, Pune from March.2013 to Apr.2019.**  **Banquets Manager –**  Job Responsibilities:   1. As In-charge of the Banquet Sales & Banquet Operations, efficiently dealing with Guests directly,   Quoting Rates, Suggesting menus & Packages and Preparing Contracts.  2. Planning, implementing and controlling F&B processes.  3. Attending Pre-event meetings and taking necessary actions.  4. Performed regular analysis of food and beverage prices to sustain competition in the banquets and  Restaurant business.  7. Planned and managed outdoor catering operations in various events.  8. Successfully managed outdoor catering of 5300 Pax of ADP and 2300 Pax of Vasant dada  Sugar Institute.   1. Ensures new hires participate in the department’s orientation program and receive the appropriate new hire training to successfully perform their job. Ensures team members are cross-trained to support successful daily operations. 2. Creates appropriate training plans and develops team members based on their individual strengths, development needs, career aspirations and abilities. 3. Departmental learning custodian – Responsible for entire F&B department learning and Development   **Restaurant Manager**- (**The Great Kabab Factory)**  Job Responsibilities:-  1. Planning, implementing and controlling F&B processes.  2. Handling guests and increasing guest satisfaction.  3. Making Daily and monthly sales reports.  4. To manage the Food and Beverage costs as budgeted.  5. To prepare monthly reports with manager on the performance of the outlet and draw action plans.  6. Ensure that all the operational standards set for all the equipments & processes are followed.  7. Ensure that procedures and policies are complied with by entire staff.  8. Departmental learning custodian – Responsible for entire F&B department learning and  Development.  **Hotel Four Points by Sheraton, Pune from Jan.2012 to March.2013**  **Team Leader- Eatery-All day dining restaurant.**  Job Responsibilities:- Supervisory  1. Maintain service standards and all the standards procedures.  2. Making duty roster of the entire team as all shifts are concerned.  3. Ensuring that proper linen inventory, C.C.G. inventory is done on time.  4. Breakages and spoilages are kept in check.  5. Making training plans and taking training of the team members.  **Holiday Inn, Hinjewadi,Pune From Oct.2010 to Oct.2011 (Pre-opening Team member)**  **Team Leader**- (In Room Dining and Banquets)  Job Responsibilities:- Supervisory  1. Ordering and receiving equipments, crockery, cutlery and glassware.  2. Making training plans and taking training of the team members.  3. To assist managers in making Standard operating procedures.  4. .Making complete set up of different outlets as per the plan.  5. Supervise day to days operation and maintaining service standards  **Radisson Resort and Spa, Alibaug - June.2007 to Oct.2010 (Pre-opening team member)**  **Captain**- **Apranta-All day dining restaurant.**  **Job Responsibilities :-**  1. To drive the system of recording guest history, preference and other guest-related data.  2. To manage the Food and Beverage costs as budgeted.  3. Training on shop floor for giving the better compatibility to the team members.  4. Achieving the target in terms of restaurant budget & breakages.  5. To prepare monthly reports with manager on the performance of the outlet and draw action plans.  6..Making training plans after analyzing guest comments and feedback and trained the  Team as per plan.  Job Responsibilities :-  (Operational )  1.The basic job involved taking care of the day-to-day operations  2. Maintain service standards and all the standards procedures.  3. Making duty roster of the entire team as all shifts are concerned.  4. Ensuring that proper linen inventory, C.C.G. inventory is done on time.  5. Breakages and spoilages are kept in check. | | |
| Industrial Instigate | | 1. **ITC Grand Maratha Sheraton & towers,**   Andheri, Mumbai.  (Food & Beverage service) 2 Months.   1. **Hotel Raysons regency,**   Kolhapur, Maharashtra.  (food and Beverage production) 1 ½ months   1. **Radisson white sand resort,**   Warca, Goa.  (Food & Beverage service).2 months. | | |
| Achievements | | .   1. Opened All day dining restaurant (Flavor’s) 86 Covers, Mezzo (Bar) 60 Covers,02 Banquet halls   And Board room at The Fern Residency, Satara.  2. Successfully opened all day dining restaurant as an associate.  3. Worked as a Pre-opening support team member with Hotel Radisson, Indore.  4. Successfully opened Room Service and minibar as a team leader.  5. Managed Outdoor catering for 5300 covers of ADP annual day.  6. Certified as (TTT) Train The Trainer programme. | | |
| Educational Qualification | | | 1. Diploma in Hotel Management (B.V.I.H.M.C.T, Pune, 2007) 2. H. S.C. (Maharashtra state board. February 2002) 3. S.S.C. (Maharashtra state board. March 2000) | |
| Personal Information | | Date Of Birth :- 16th July 1986  Marital Status :- Married  Hobbies :- Reading , Listening music  Languages known :- English, Hindi , Marathi |

Reference:-

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