### P. Pradeep Kumar

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Objective

Passionately work for a company where I can utilize and build upon my

Intellectual abilities, quantitative capabilities and group skills towards the company’s

success.

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| **Board of intermediate Education** | **kukatpally-India** |
| * **MPCGrouP** | **From 2001 to 2003** |
| **Technical** | **kukatpally-India** |
| * **3 years course of hotel management & catering technology** | **From 2006** |
| **Bachelors** | **chennai-India** |
| * **BBA from Kendriyavishwavidhyalaya Chennai** | **From 2012** |
| **Masters** | **Uttar pradesh-India** |
| * **MBA in Operational.** | **From 2013 to 2015** |

Work Experience

* Worked in **MOURYA LORD”S INN** hotel kurnool as a F&B Manager from last

15-07-21 to 07-10-22 .

* Worked as F&B manager& looked after the Front Office also from 17-5-2018 to 01-06-2021

**THE HYDERABAD GYMKHANA CLUB**Banjara hills.

* Worked in Hotel **INNER CIRCLE** as F&BManager & looked after the Front office also from last 01/6/2017 to 10/5/2018.
* Worked as an Assistant F&B manager & look after the Group bookings also in **BESTWESTERNASHOKA Hi-tech City** for 2 years from (28/01/2015 to 10/01/2017).
* Worked as a RESTAURANT MANAGER from Hotel **JUBILEE RIDGE** for 18 months (01/08/2013 -10/12/2015).
* Worked as an Assistant F& B MANAGER & look after the Group bookings in

Hotel **WOOD BRIDGE GRAND** for 2 years. i.e,(01/5/2011 – 1/6/2013)

* Worked as a Captain in **KATRIYA HOTELS &TOWERS** for 12 monthsi.e,

(01/5/2010 – 31/4/2011).

* Worked as a Captain in Hotel **KASANI GR** for 18 months i.e,(03/5/2008 – 10/4/2010)
* Worked as a Senior Associate in Hotel **CENTRAL COURT** for 1 year (04/4/2007 – 30/4/2008)

My Responsibilities

**Banquet outlets**

* Delivered “Excellent” events by managing guests experience.
* Handling large number of food and beverage functions in the banquet.
* Coordinating with associated departments with banquets to make event successful.
* Being Mentor and Train new associates in the department.
* Taking care of Beverages inventory personally with controller and control the ordering stock.
* Responsible for Opening and Closing the shifts in the department.
* Internship in the F&B department, rotated through all two restaurants in the hotel.
* Worked directly with the F&B Director and gained exposure to all aspects of management from the top down.
* Developed the ability to work efficiently as a team as well as effectively as an individual.
* Implement improvement solutions resulting in a good percentage increase in the Event satisfaction Survey Scores.
* Delivered “Excellent” events by managing guests experience: Anticipate Customer needs, overcome challenges and monitor customer satisfaction through out There stay
* Conducted last minute changes and popup functions in a timely and professional manner
* Coordinated and Communicated with event manager and the head of all the involved departments.
* Produced extra revenue by selling additional product and services.
* Handling large number of food and beverage functions in the banquet.
* Department up to 1000 guests sit down service in each ball rooms.
* Allocating the staff for the events, Briefings, Assignments, Scheduling.
* Responsible for Opening and closing the shifts in the department
* To Assist manager in overall running of the department and to promote
* Desire work culture of the company.

**Management Trainee, F&B service**

* Taking care of Food and beverage operations in Banquets
* Conducting shift wise briefing and explain goals and current scores of the Dept.
* Making duty roaster for hourly base associates every week.
* Coordinating with all the departments associated with Banquets with follow ups for smooth operation.
* Responsible for opening and closing shifts in banquets.
* Responsible for cost control in departments.

**Restaurant, F&B service**

* Taking care of everyday sales log, and inventory of beverage and stores to order stock for banquets.
* Responsible for opening and closing shifts in banquets.
* Responsible for cost control in departments.
* Training in all Food and beverage departments while Mng. Dev. Prog.
* Taking care of overall department operations while management absence
* Taking care of safety and Security Standard in Department
* Taking care of everyday sales log, and inventory of beverage and stores to order stock .

**F&B Manager**

* Reporting to the General Manager every day and taking care of F&B operations.
* Planning for special days and events like sports seasons, Indian festivals and food festivals to improve sales of F&B.
* Controls purchases and inventory by meeting with account manager; negotiating prices and contracts; developing preferred supplier lists; reviewing and evaluating usage reports; analysing variances; taking corrective actions.
* Maintains operations by preparing policies and standard operating procedures; implementing production, productivity, quality, and patron-service standards; determining and implementing system improvements.
* Maintains patron satisfaction by monitoring, evaluating, and auditing food, beverage, and service offerings; initiating improvements; building relationships with preferred patrons.
* Accomplishes restaurant and bar human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counselling, and disciplining management staff; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures.
* Maintains safe, secure, and healthy facility environment by establishing, following, and enforcing sanitation standards and procedures; complying with health and legal regulations; maintaining security systems
* Maintains professional and technical knowledge by tracking emerging trends in the restaurant industry; attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies.
* Accomplishes company goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
* Cost Accounting, Developing Budgets, Financial Planning and Strategy, Decision

Making, Process Improvement, Strategic Planning, Verbal Communication, Customer Focus, Management Proficiency, Managing Profitability, Quality Focus.

Technical Skills

Application:

* Microsoft Office basic: Word, Excel, PowerPoint.
* Internet Researching Skills.
* Restaurant POS System - IDS, LUCID & HMS
* Promoting brand in social networking website.
* Presenting PowerPoint Presentation as per requirement.

Personal Details

Name: P.PRADEEP KUMAR

Date of birth: 03.07.1984

Marital status: Married

Languages Known: English, Hindi & Telugu.

Nationality: Indian

Religion: Christian

Hobbies: Listening music & Reading books

**DECLARATION:**

I hereby declare that all the above said information is true to my knowledge and belief.

Date:

Place: Hyderabad

**(P.PRADEEP KUMAR)**