SURESH BABU.M

# Chennai, Tamilnadu, India

# Email: [sbabu1511@gmail.com](mailto:sbabu1511@gmail.com)

**Mobile Phone: +91 9789084980**

## Dear Recruiter/Hiring Manager,

I am writing to express my interest in working for your organization for the position of F&B Service **.** Nothing gives me greater satisfaction than working in assignments that directly contribute to the growth of an organization.

For the last Fifteen years I’ve worked in four reputed organizations – Aloft Chennai OMR-IT Expressway, The Clarion Hotel President, Chennai, The GRT Regency, Madurai, The Benz Park, Chennai, Cine City Hotels, Chennai, MGM Hotels & Resorts, Chennai.

Successfully handling assignments, it can be best strengthened through this program. The international exposure made available through the program would help me grow as a better professional and a better person al together.

I completed my third and Final Year of Diploma in Hotel Management of Catering Technology in Jun 2005 from Annai Fathima Institute of Hotel Catering Administration (Mandarin Training Centre In Association With Pacific Southern University U.S.A), in Madurai, India. Over the education provided and the experience, working and training in the Hospitality Industry in India, I have developed a strong foundation for further knowledge, training and experience.

I would love to join the team at your organization to apply the job in F&B Service Department. My resume is attached for your kind review and I look forward to being able to discuss the position with you further.

Thank you for your time & Consideration.

Warm Regards,

# SURESH BABU.M

**CURRICULUM VITAE**



# Suresh Babu.M

**PERSONAL DETAILS**

Residential Address : H. No -30, Alagaradi 4th Street,

Madurai, District - Madurai , T.N. (India)

Home Telephone : Nil

Email : [sbabu1511@gmail.com](mailto:sbabu1511@gmail.com)

Date of Birth : Nov 15, 1984

Passport No : N6647425

Date Of Issue : 03.02.2016

Date Of Expiry : 02.02.2026

Nationality : Indian

### CAREER OBJECTIVE

To work with a company where I can enhance my knowledge and further accelerate career growth by capitalizing upon my skills and knowledge set for professional growth, thus attaining the organizational goals.

### CAREER ACHIEVEMENTS

1. **November 2019 to till** date Aloft Chennai OMR-IT Expressway, **(india)-4 star**

**Designation Banquet Executive**

o warm welcome the guest.

* + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members

1. **July 2019 to September 2019 Clarion Hotel President, Chennai (india)-4 star Designation: F&B Executive**

o warm welcome the guest.

* + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members

### Feb 2018 to May 2019: Benzz Park, Chennai (india)-3 star Designation:F & B Executive

**Responsiblities:**

o warm welcome the guest.

* + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members

### May 2015 to May 2017:Grt regency,madurai(india)-3 star Designation:senior hospitality supervisor

**Responsiblities:**

o warm welcome the guest.

* + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members
  + To remit cash & sales summary at the end of a session to the front office cashier

### April 15th 2010 To jan 2013&may 2013TO april 2015:Benz zPark Hotel, Chennai (India) - 3Star Designation : captain(Full Time)

**Responsibilities:**

* + To warm welcome the guest.
  + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members
  + To remit cash & sales summary at the end of a session to the front office cashier
  + <http://www.benzzpark.com/>

Hotel Overview: The business class hotel with the heart, standing fabulously in the downtown of Chennai with a royal ambience. The benzzpark hotel is strategically located 16km’s away from the Chennai Domestic/ international airport, 12 km’s away from the central Railway station,near valluvar kottam. Guests can choose to any of our 64 rooms with the different type of Executive/Deluxe/Artistic Suite done with luxury and comfort as their central themes, The facilities include multi cuisine restaurant, 24 hours coffee shop, cocktail bar, conference and banquet facility threee banguet halls like Volvo,rover &rolls royce, state of art business center.

### Aug 2008 To Apr 2010:Cine City Hotels, Chennai (India) Designation: captain(Full Time)

**Responsibilities:**

* + To warm welcome the guest.
  + Maintaining Productivity of work.
  + Communication with the Food Production department for smooth operatons.
  + To see that the restaurant is properly set up with the required mise-en-place.
  + Personally enquire & ensure complete guest satisfaction.
  + Responsible for maintaining stocks.
  + To make a duty chart for the team members
  + To remit cash & sales summary at the end of a session to the front office cashier
  + <http://www.cinecityhotels.com/location.html>

Hotel overview: The cine city hotels located in the heart of one of the city’s most vibrant locality kodambakkam, near superstar Rajinikanth’s famous ragavendra kodambakkam. The cinecityhotels is strategically located 14km’s away from the Chennai Domestic/ international airport,11 km’s away from the central railway station, with close proximity to many of the world class shopping malls. All air conditioned & well furnished rooms have a 24hrs in room multicuisine dinning , Room service, well stacked, Cozy cocktail lounge & bar – Studio Karaoke bar.

### May 20th 2005 To MAY 28th 2008 :MGM Beach Resorts, Chennai (India) Designation:steward(Full Time)

**Responsibilities:**

* + Preparing the outlet for F&B Service – Mis-en-place
  + Service of Food and Beverage to the Guests in the outlets
  + Ensure that the guest meet the minimum age requirement for the purchase of alcohol and tobacco products
  + To remit cash & sales summary at the end of a session to the cashier
  + <http://www.mgm-hotels.com/index.php>

Hotel Overview: MGM Beach Resort first opened its doors to hospitality, way back in 1993 with over 17years of experience in this sector, apart from spectacular views, sun-drenched beaches and memorable holidays, Resort as the venue for a conference meet or for hosting a business dinner, three well equipped conference halls, mini boardrooms and a functional business centre, Dining at sea crest is an experience of gastronomic delight, it’s a flagship multi-cuisine restaurant, Banquet servicing were in green house, PH lawn, Lake Lawn. The spa which is called in MGM Beach Resort at TATVA offers a complete range of body, mind & spirit. Guests can escape to any of our 84 rooms and suites scattered by the beach, on landscaped grounds, with spacious floor plans,cozy sit-outs and vast, glamorous baths. Deluxe room and contemporary Park view rooms to the garden suites over looking the lush lawns and club-suites and complimentary use of the swimming pool.

1. **Apr 17th 2004 To Oct 13th 2004: Taj Ganges, Varanasi (India) (5star)**

### Designation : Hospitality Internship (6 Months)

Responsibilities:

* + F&B Service, F&B Production, House Keeping Departments
  + Learn and develop skills in the day to day operations of all departments
  + To observe and practice the working of the hotel.
  + To go through all the three major operational areas of the hotel as a trainee and an understand each and every department’s functioning
  + [http://www.tajhotelscom/Cities/VARANAI](http://www.caravelabeachresort.com/)/

Hotel Overview: Mark twain once remarked about Varanasi that it is “ Older than history, older even than legend, and looks twice as old as all o them put together, with all the eras it has lived through, first as benares, now in it’s present avatar. The business class hotel in down town of the varanasi with the five star category.The hotel have a 125 rooms with the 24 hrs room dinning,24 hrs coffee shop,55 covers multi cusine restaurant,60 covers south Indian specality restaurant,two banquet services nadasar palace&gula bhag with the capacity of 250 pax,two board rooms.three party lands with the capacity of 2000 pax,45 covers of cocktail bar,spa&gym.

### OTHERS ACHIEVEMENTS

* + Participated in Chess at School level.
  + Participated in Cricket at School / college period.
  + Have been a part of various off Premises Caterings participation for servicing.

### ACADEMIC ACHIEVEMENTS

Dates : June 2002 - June 2005 Course :**D.H.M&C.T (3 Yrs)**

(Diploma In Hotel Management & Catering Technology) Institution : Annai Fathima Institute of Hotel Catering Administration,

Thirumangalam, Tamilnadu, India.

### (MANDARIN TRAINING CENTRE IN

### ASSOCIATION WITH PACIFIC SOUTHERN

### UNIVERSITY U.S.A)

: **Class XII** from M.L.W.A Hr Sec School 2000

**Class X** from M.L.W.A Hr Sec School 2002

### KEY SKILLS

* **Service Skills**
* Handling Guest Complaints

### Interactive Skills

Interacting with guests confidently along with presence of mind and sense of humour at the right places. Handling VIP Guests

### Teamwork

* Supervising and leading a team of assistants as a Food&beverage service executive
* Effectively communicating with team members and guests for achievement of desired results

### Situation Handling

* Responsible for the effectively handling any queries or complaints regarding food and service

*(Suresh Babu.M)*