**SAJID SHAIKH** 

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**Hospitality Industry Professional ⦁ Kitchen Executive (Jr. Sous Chef)**

**PROFESSIONAL VALUE OFFERED**

* A Passionate, Creative and highly motivated food service professional with over 11 years’ experience and currently Sous chefin F & B Production, Hospitality Industry, Public Relations and customer service-satisfaction seeking higher challenges, broaden my culinary knowledge also and learn more cuisines in a world class hotel.
* An exceptional record of service and experience in an active culinary schedule in a large operation that encompasses restaurant management, menu planning, food promotions, receiving and preparing culinary products, event planning/catering and inventory purchasing/control.
* Self-motivated and quality-driven individual with a strong commitment to safe and efficient kitchen operations and exceptional cuisine, demonstrated passion for managing food preparation and motivating culinary team to deliver truly spectacular results.
* Ability to interact and build relations with a diverse and international clientele and customers; comprehensive experience in adhering to international standard service procedures.

**KEY COMPETENCIES**

**F & B Production Expertise ~ Culinary & Menu Development ~ Customer Service ~ Forecasting & Budgeting ~ Costing Controls ~ Private Functions / Banqueting Food Promotions ~ Training & Development ~ Team Building ~ Quality & Service ~ Public Relations**

**PROFESSIONAL EXPERIENCE**

**ITC Grand Central (Parel)** 

**Kitchen Executive**

**Feb 2018 – Jan2021**

**Cuisine: Multi Cuisine**

Ensure that all food and products are consistently prepared and served according to the hotel recipes, portioning, cooking and serving standards.

Responsible for ordering food products according to predetermined product specifications and received in correct unit count and condition and deliveries are received in accordance with the restaurant’s receiving policies and procedures.

Control food cost and usage by following proper requisition of products from storage areas, product storage procedures, standard recipes and waste control procedures including checking and maintaining proper food holding and refrigeration temperature control points.

Ensure that all equipment is kept clean and kept in excellent working condition through personal inspection and by following the hotel preventative maintenance programs.

Provide orientation of company and department rules, policies and procedures and oversee training of new kitchen employees.

Prepare all required paperwork, including forms, reports and schedules in an organized and timely manner

Oversee and ensure that hotel policies on employee performance appraisals are followed and completed on a timely basis.

Schedule labor as required by anticipated business activity while ensuring that all positions are staffed when and as needed and labor cost objectives are met

Responsible for maintaining appropriate cleaning schedules for kitchen floors, mats, walls, hoods, other equipment and food storage areas.

Provide safety training in first aid, lifting and carrying objects and handling hazardous materials.

Attends all scheduled employee meetings and brings suggestions for improvement.

**MIRAHA HOSPITALITY BAY ROUTE OUTLET (PRE OPENING)**

**Sous Chef**

**Nov 2017-Jan2018**

**Cuisine: Lebanese and Italian**

**Interacts with guests to obtain feedback on product quality and service levels.**

**To be aware of all financial budgets and goals**

**Ensure that all recipes and product yields are accurately costed and reviewed regularly.**

**Ensure that all food items are prepared as per standard recipe cards whilst maintaining portion control and minimizing waste.**

**Ensure that all culinary operations manuals are prepared and updated.**

**Ensure that the Department’s overall operational budgets are strictly adhered too.**

**Ensure that meetings are well planned and results-orientated.**

**Be aware of new items, which are introduced onto the market and keep up with the lasted product trends.**

**To initiate relevant maintenance reports and work orders supported by the respective follow up of those items actioned.**

**To spend time in the restaurant to ensure that the operation is managed well by the outlet team**

**Ensure that weekly work schedules and annual leave planners are administered and filed correctly.**

**To recruit and select a suitable culinary team who are able to work within a decentralized management philosophy.**

**Identify strengths and weaknesses and provide timely feedback to the individual.**

**THE FRENCH OLIVE (QATAR)**  

**Sous Chef**

**Oct 2016- July 2017**

**Cuisine: Italian**

Estimating the necessary time needed for each dish, as well as the time spent by each staff member when preparing different meal. Kitchen needs to be perfectly organized so that every minute is used wisely. Delays or wasted time affects the kitchen’s performances.

In charge with establishing the ingredient list, the menu, properly manage the available finances and resources.

**C**onstant communication with the head chef and executive chef (the higher authorities), as well as with the kitchen staff, ingredient providers, technical staff which maintains the cooking machineries in order and even with the clients

Understanding what people say, asking questions for an insight into the problem and gathering information for a solution.

**T**raining of the subordinate chefs and auxiliary kitchen staff conveys the information clearly and in an accessible manner.

Each month, an evaluation is made to observe the progress made by the staff.

Good computer skills to keep in touch with the providers via internet or may need to introduce information on the computer.

Restaurant kitchens have specific machineries which make cooking easy make sure they are all in good condition and cannot hurt the staff if used properly. When machinery is broken, needs to call for professionals to fix it.

**ROSSOVIVO ARTISAN PIZZERIA, Dubai** 

**Chef-In-Charge**

**Aug 2014 –Aug 2016**

Chef-In-Charge for the pre-opening team (Terminal 3, Dubai airport)

**Cuisine: Italian**

Design and execute menus showcasing uniqueness of flavors and innovative methods.

Review inventory and exercise control over food costs, and track storage of imported food items.

Provide training to Food & Beverage teams and administer overall kitchen operations.

Maintaining a safe and hygienic kitchen environment.

Conduct daily shift briefings to kitchen colleagues.

Promote a Fun/ Professional and Disciplined work environment.

Support/Coach/Lead & Motivate kitchen colleagues.

Actively share ideas, opinions & suggestions in daily shift briefings.

Ensure storeroom requisitions are accurate to minimize repeat visits.

Ensure all kitchen colleagues are aware of standards & expectations.

Promote Health and Safety at all times.

Ensure proper hygiene as per Municipality.

Ensure all grooming, spot check and temperature control sheets are filled as required.

Maintain cleanliness and proper rotation of product in all chillers.

Minimize wastage/ spoilage.

Maintain consistent on the job training sessions for culinary colleagues.

Strives to maintain & improve all food preparations & presentations.

Participate in monthly committee meetings to address colleague issues.

Performs any other reasonable duties as required by the management.

**FATTOUSH FRESH GRILLED AND HEALTHY**

**Entrepreneur**

**Sep 2011 – Apr 2014**

**Cuisine: Lebanese, Indian.**

Drafting & Polishing Restaurant Menu, Up-selling Items.

Trained kitchen staff on proper usage of food and beverage equipment and products.

Scheduled and managed staff to handle busy guest hours.

Food Cost, coordinated with vendors and suppliers for procurement of ingredients.

Ordering as per stock required and managing food purchasing and storage to avoid wastage

**PREMIER INN HEATHROW HOTEL \*\*\*\*, London**

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**Chef de Partie**

**Sep 2010 – May 2011**

**Cuisine: British, Continental.**

Prepare soups, fish, meats, vegetables, and other foods.

Ensure that all stations are set appropriately.

Process and store food item.

Make sure that all kitchen staff is aware of standards and protocols.

Ensure kitchen and work area’s cleanliness.

Maintain and ensure the quality of prepared and raw items.

Produces and presents the dishes for the section in line with the cooking instructions and processes defined by the hotel and brand.  
Ensures that dishes are well presented, of a high standard and at the right temperature.  
Delivers dishes in good time to suit guests' wishes.  
Depending on the hotel, may be asked to receive deliveries, check and store merchandise support team to reach common goals.

**RUSSELL HOTEL \*\*\*\*, London**

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**Chef de Partie**

**Jan 2009 – Sep 2010**

**Cuisine: Continental, British, French**

Supervise and coordinate activities of cooks and workers.

Determine how food should be presented, and create decorative food displays.

Ensure proper portion, arrangement, and food garnish to be served.

Monitor the quantity of food that is prepared.

Inform F&B service staff of items and number of available menu specials.

Prepare special meals or substitute items.

Assist cooks and kitchen staff with various tasks.

Provide cooks with needed items.

Monitor stock of kitchen supplies and food.

Maintain kitchen logs for food safety program and food products.

Follow all company and safety and security policies and procedures; report maintenance needs, accidents, injuries, and unsafe work conditions to manager; complete safety training and certifications.

**Novotel Heathrow Hotel \*\*\*\*, London**

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**Demi-Chef De Partie**

**Feb 2008 – Dec 2008**

**Cuisine: British, Indian, Thai**

Prepare ingredients for cooking, including portioning, chopping, and storing food.

Wash and peel fresh fruits and vegetables. Weigh, measure, and mix ingredients.

Prepare and cook food according to recipes, quality standards, presentation standards, and food preparation checklist.

Prepare cold foods.

Operate ovens, stoves, grills, microwaves, and fryers.

Test foods to determine if they have been cooked sufficiently.

Monitor food quality while preparing food.

Set-up and break down work station.

Serve food in proper portions onto proper receptacles.

Wash and disinfect kitchen area, tables, tools, knives, and equipment.

Check and ensure the correctness of the temperature of appliances and food.

Follow all company and safety and security policies and procedures; report maintenance needs

Prepare special meals or substitute items.

**BOMBAY PALACE RESTAURANT, London**

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**Commi Chef**

**Oct 2007 – Jan 2008**

**Cuisine: Authentic Indian.**

Ensure required mis-en-place is complete prior to the outlets opening hours.   
Food service and presentation must adhere to all preset standards.

Ensure all orders are placed at the required time.   
Ensure all stocks are adequate for the needs of the business at times.

**LEELA KEMPINSKI\*\*\*\*\*, Mumbai, India**

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**Commi Chef**

**Jun 2006 – Jun 2007**

Oversaw and managed day-to-day operations of the contemporary and modern kitchen.

**ADDITIONAL TRAINING**

HACCP Training accreditation in UK

Food & Safety Training, Dubai, Fire Fighting Training, Dubai

**ACHIEVEMENTS**

Awarded Second Prize in Food Production Assignment

Awarded highest marks holder in Business Law

**PROFESSIONAL & ACADEMIC CREDENTIALS**

**MBA in Hospitality Management from University of Sunderland, UK 2011**

PG Diploma in Hospitality Management from St-Patricks International College, London 2009

Diploma in Hotel Management from Anjuman-I-Islam College of Hotel Management and Catering Technology, Mumbai2007

**PERSONAL INFORMATION**

**Languages Known:** English, Hindi and Marathi

**Date of Birth:** 7th February, 1984

**References:** Can be furnishedon request