

## SHASHWAT CHATURVEDI



**DOB:** 27 September 2002

**Email id:** shashwatchaturvedi533@gmail.com

**Phone Number:** +91 9216336457

**LinkedIn:** [linkedin.com/in/shashwat-chaturvedi-484a21206](https://www.linkedin.com/in/shashwat-chaturvedi-484a21206)

### PROFILE

---

A Hospitality graduate possessing leadership quality with good communication skills and friendly attitude; and has a strong eye on every detail. Primary experienced the work done in food production and front office.

### INDUSTRIAL EXPOSURE:

#### 1. HOTEL: CIDADE DE GOA IHCL SELECTIONS

**DURATION: 4 MONTHS**

**DECEMBER 2021 TO APRIL 2022**

### Job Profile

#### Culinary:

In the kitchen department, I gained experience from working in the breakfast buffet, various live counters, getting the supplies for the kitchen, knowing all about the raw materials used, various dishes and their preparation.

**Front Office Department:** Learnt how to use IDS. Taking calls and guest request in operators. Learnt the procedure to make a key card. Luggage handling. Learn how to approach a guest? How to handle a guest complaint how to interact with guest and staff members & managers

#### Housekeeping Department:

Learnt attending a check out room, handling guest calls and requests and how supervisors handle guest complaints, I think the most important thing I learned in housekeeping is time management and discipline

**Food & Beverage Department:**

Learnt the amenities, cutlery, etc which go in different setup for different table, different tray setup or room service setup in room dining. The procedure for service in room dining.

**2. REGENTA INN BY ROYAL ORCHID, RANIP**

**DURATION: 1 MONTH**

**JUNE 2020 TO JULY 2020**

**Job Profile**

**Culinary:**

In the kitchen department, I gained experience from working in the breakfast buffet, various live counters, getting the supplies for the kitchen, knowing all about the raw materials used, various dishes and their preparation.

**Front Office Department:** Learnt how to use IDS. Taking calls and guest request in operators. Learnt the procedure to make a key card. Luggage handling. Learn how to approach a guest? How to handle a guest complaint how to interact with guest and staff members & managers.

**Food & Beverage Department:**

Learnt the amenities, cutlery, etc which go in different setup for different table, different tray setup or room service setup in room dining. The procedure for service in room dining.

## EDUCATION

---

COURSE	BOARD	ACADEMIC YEAR	PERCENTAGE
F.Y.B.SC	IHMCT GOA	2020-21(1 <sup>st</sup> Sem) (2 <sup>nd</sup> Sem)	74%
S.Y.B.SC	IHMCT GOA	2021-22(3 <sup>rd</sup> Sem) (4 <sup>th</sup> Sem)	70%
T.Y.B.SC	IHMCT GOA	2022 (5 <sup>th</sup> Sem)	77%
HSC	CBSE	2019-20	77.8%
SSC	CBSE	2017-18	65.4%

## LANGUAGES KNOWN

English

Hindi

## COMPUTER SKILLS

MS-OFFICE (EXCEL,

POWERPOINT, WORD)

IDS(BASIC)

HTML

## TECHNICAL SKILLS

---

- Mastering all the Indian sauce preparations.
- Mastering Indian marinades used in tandoor department.
- Buffet setup
- Chopping skills
- Mastering various types of Indian bread preparations.

## **STRENGTHS**

---

- Communication skills
- Leadership quality
- Creativity
- Team player

## **EXTRA CIRRICULAR ACTIVITIES**

---

- State level 10 meter air pistol shooter.
- Sketching and drawing
- Writing

**SIGNATURE:**

*Shoshwet*

**DATE: 27-01-2023**

**PLACE: Goa**