



Mr. SAGAR D. KALE

Housekeeping Supervisor

CAREER OBJECTIVE

To work in a creative and challenging environment where the acquired skill can find the best usage and a new skill gets a better chance to be developed. To be a part of a team working for the benefit of the organization by sharing the best of my knowledge, skill, and effort to accomplish its common objectives.

CONTACT

358, At-Post Bori, Tah.: Chandur (RLY), Dist.: Amravati (M.S) – 444708.

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PERSONAL INFORMATION

Nationality INDIAN

Date of Birth 25- SEPT-1994

Place of Birth At-Post BORI

Marital Status SINGAL

Gender MALE

LANGUAGE SKILL

- ✓ ENGLISH
- ✓ HINDI
- ✓ MARATHI

HOBBIES

- ❖ Love to go to GYM
- ❖ Interacting With Different types of Peoples
- ❖ Playing & Watching Cricket

EDUCATION

| | | |
|---------|--|--------|
| 2009-10 | SSC (10 th) Maharashtra State Board | 65.85% |
| 2011-12 | HSC (12 th) Maharashtra State Board | 52.40% |
| 2018-19 | B. Com (Second Year) Appearing Sant Gadge Baba Amravati University Amravati | |

PROFESSIONAL QUALIFICATION

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| 2014 | HOTEL MANAGEMENT COURSE Diploma Pratham Institute Pace Center Ralegoan. |
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TECHNICAL SKILL

- Basic Knowledge of Computer
- MS – Office
- Internet Use for Research
- Software – IDS
- Software – WINHMS
- Housekeeping Machinery [Auto Scrubber, Single Disc, Vacuum Machine]

PERSONAL STRENGTH

- Positive and Result-Oriented Attitude
- Punctuality and Regularity
- Ready to take challenging Assignments
- Good Analytical and problem-solving skills
- Honest & Hard-working
- Team Leadership
- Passionate about my work

Work Experience



Worked with **Hayat in Pune** as a
Housekeeping Guest Service Associates
JANUARY-2019 to JULY-2019

Worked with **Corinthians Resort & Club in Pune** as a **Housekeeping Guest Service Associates** from June 2015 to December 2018.



Work with **the Prime Park Hotel in Amravati** as a **Housekeeping Supervisor** **November-2020 to January-2022**

Worked with **SGS Greenz Hotel** [managed by Royal Orchid] in Lonavala as a **Housekeeping Trainee Supervisor** **AUGUST- 2019 to APRIL 2020**



Work with the **Eden Greenz hotel** in **Nagpur** as a **Housekeeping supervisor** **February-2022 to till today**

WORK RESPONSIBILITIES

- ✓ Attend the Briefing on the time and Inspect staff turnout to the team assigned.
- ✓ Lead; train Motivate a floor team to rooms according to standard.
- ✓ Inspect VIP rooms & has followed by procedure by specified rooms checklist.
- ✓ Maintain at floor pantry and check par stock of linen & and guest amenities.
- ✓ Ensure the housekeeping policies, system and procedure is followed by staff on the floor.
- ✓ Ensure the safety & hygiene of housekeeping staff and check all safety on the floor and defects.
- ✓ Prepare housekeeping report to the front office and check the status all rooms by the time.
- ✓ Check corridors & equipment's from time to time.
- ✓ Make a schedule to pest control spring cleaning on the assigned floor.
- ✓ Make a report all floor occupancies & lost found items & and all floor equipment's to housekeeping logbook.
- ✓ Handling and maintaining of 15 rooms as per Luxury Standard.
- ✓ Responsible for ensuring image standards are maintained.
- ✓ To keep guest corridors clean and clear of obstruction.
- ✓ To ensure knowledge of the Service Standards to ensure they are met.
- ✓ To maintain the standard of cleanliness in floor linen rooms. To respond promptly according to guest needs.
- ✓ To ensure cost control, through proper usage of chemicals.
- ✓ Carry out lost & found procedures
- ✓ Train housekeeper on cleaning & maintenances task

DECLARATION

I hereby declare that all the above information given is fully true and correct to the best to my knowledge, if any information is false that should be lies on me.

Place : _____

Date : ____/____/_____

Mr. Sagar Deorao Kale