



## 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.

+91 866 916 5458

+91 777 50 23 194

[kalesagar634@gmail.com](mailto:kalesagar634@gmail.com)

### 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 <sup>th</sup> ) Maharashtra State Board	65.85%
2011-12	HSC (12 <sup>th</sup> ) Maharashtra State Board	52.40%
2018-19	B. Com (Second Year) Appearing Sant Gadge Baba Amravati University Amravati	

### PROFESSIONAL QUALIFICATION

2014 HOTEL MANAGEMENT COURSE Diploma  
Pratham Institute Pace Center Ralegoan.

### 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

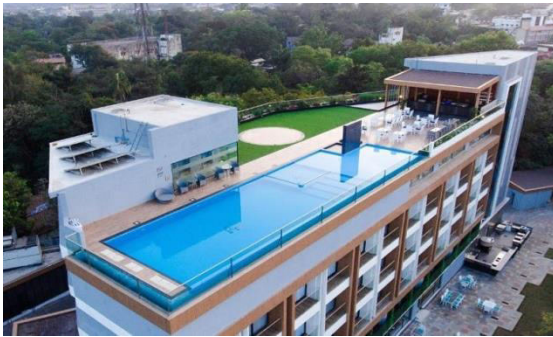
- ✍ Positive and Result-Oriented Attitude
- ✍ Punctuality and Regularity
- ✍ Ready to take challenging Assignments
- ✍ Good Analytical and problem-solving skills
- ✍ Honest & Hard-working
- ✍ Team Leadership
- ✍ Passionate about my work

## **Work Experience**



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

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



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

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



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