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72137aa0

OBJECTIVE

To Work in an environment which encourages me to succeed and grow professionally, Where I can utilize my skills and knowledge appropriately.

SKILLS

Good Leader Ship

Problem Solving

Communication

Time Management

Customer Service

Decission Making

Team Building

INTERESTS

Watching Movie

Listening Music

Playing Chess

Playing Cricket

LANGUAGE

English

Hindi

ACTIVITIES

Walking

Making Friend

Making Food

Operations Manager Housekeeping

(Executive Housekeeper)

PASSPORT DETAILS :

Passport No: R8887435

Date of Expiry : 26/03/2028

SATISH DHAR DWIVEDI

House No. 53, Ward No. 3, Village- Chaumukha, Post - Pindi,
District - Deoria, Uttar Pradesh, Pin Code - 274508



POST APPLIED FOR : EXPERIENCE

Sportico Luxurious Resort, Malur, Bangalore

01/02/2025 - Continue
till date

Executive Housekeeper

Working as Housekeeping Manager in 5 Star Property, this Property is spread over 42 acres land area. Malur, Bangalore, Its has 145 luxurious rooms, 3 Big lawn 60000 capacity, Elegance Banquet Hall 500 capacity. Big Saffron Restaurant 180 Seat Capacity. Big Adventure Sports, Gymnasium, Big Swimming pool. Responsible for handling all housekeeping department Cleaning of rooms, and all public area etc, Breifing all hk staff and training about hk cleaning agents, chemicals, terranova & nobile marble cleaning, and carpet cleaning etc.

Sterling City Center, Bokaro, (A Unit of Hotel Hans Regency,
Jharkhand

03/03/2024 - 08/10/
2024

Executive Housekeeper

I have worked in Sterling City Centre, Bokaro as a Executive Housekeeper, its a Four star property, 76 Rooms, 3 Banquets hall 5000 pax and 3 Restaurant, located in heart of city Bokaro. I handled entire Housekeeping department. Breifing all housekeeping Staff, Explain about cleaning agent, its uses and their responsibility. Explain about chemaical using, Scrubing Machine, Vacuum machine cleaning etc.

Sodexo India Pvt. Ltd, Mundra Gujarat

01/05/2022 -
30/01/2024

Executive Housekeeper

Worked as Executive Housekeeper at Sodexo India, It has 450 rooms, Restaurant, Recreation Rooms, Dining Rooms, Banquet, Lawns for 6000 pax. Responsible for cleanliness all area like rooms, Bathrooms, Administration office, Lobby, Cafeteria, Public area etc. Provide weekly training to Housekeeping staff, explain them chemical uses & it dilutions. Motivated staff for smooth operation and give necessary instruction, inventory, Prepare planning for next cleaning etc.

Cloud Nine, Pune, Maharashtra

24/12/2019 -
30/03/2022

Executive Housekeeper

Worked as Executive Housekeeper, Responsible for cleaning all area, briefing the Housekeeping staff about cleaning, explain how to proper clean Rooms, Bathrooms, Mirrors, Floors, Marble, table, Chairs, Furniture, Doors, walls, etc. Uses of different types of equipment machine like Scrub Machine, Vacuum machine, Carpet shampooing, Glass cleaning machine, and uses of different types of chemical. Prepare daily cleaning report and next day cleaning plan. And submitted all cleaning report to General Manager.

Monteria Resort, Khalapur, Maharashtra

15/01/2018 -
10/12/2019 Executive Housekeeper

Its a Five Star Property with 106 Rooms, Big Lawn 5000 capacity and Banquet hall for 2000 capacity. Handled entire Housekeeping department, Prepare duty allocation allotment of Staff, training, Motivated, explain about cleaning agents, and its uses. Briefing all Staff about their duty & responsibility.

Hotel The Lalit Mumbai, Maharashtra

01/07/2015 -
31/12/2017

Housekeeping Executive

Worked as Housekeeping Executive, Its a Five Star Hotel, it has 369 Rooms property, 4

Banquet halls, Restaurant. Making Duty roaster, prepare Log book, Monthly Inventory report, MIS report, Explain Supervisor and room Attendant about their roles & responsibility. Making plan for cleaning all area, Explain them about cleaning agents and its uses, how to make perfect room and its bed. Explain about deep cleaning procedure of rooms and public area. Marble deep cleaning and uses of Nobile and Terranova marble maintainer. Prepare daily cleaning report and submitted to Executive Housekeeper.

Chokhi Dhani Hotel, Jaipur, Rajasthan

03/03/2013 -
18/05/2015

Housekeeping Supervisor

Its a Five Star property with 155 rooms,4 Banquet Hall, 5 Restaurant, My Roles and responsibility to look after all hotels rooms, checking, Bathroom Cleaning, Bed Checking, Bathroom Amenity Supply, Mini bar Supply, Tea/ Coffee Supply etc. Training to room attendant and public area Staff about how to use Scrub Machine, Marble Polishing, Carpet Shampooing etc.

Casino Hotel, Cochin, Kerala

18/10/2010 -
30/01/2013 Housekeeping Supervisor

Its a Five Star property, worked as Housekeeping Supervisor, Checking the works of Room Attendant, and Public area Attendant cleaning and inspect their work criteria of Bed, pillows, Amenity Supply, Bathroom Supply, TCM Supply, Mini bar Supply etc. Learn Room attendant about cleaning with different cleaning agents, Marble polishing, Carpet Cleaning, Nobile and Terranova marble maintainer use etc.

Hotel Taj, Cochin, Kerala

26/11/2008 -
21/05/2010

Room Attendant

Its a 5 Star Property With 95 Rooms located at Wellington Island, Cochin, Kerala, worked as a Room Attendant, My responsibility was to neat & clean the rooms, Bathrooms, Making beds, putting the bathroom Amenities supply, Mini bar, & Tea / Coffee supply. Etc.

Hotel Fidalgo, Panjim, Goa

01/07/2007 -
28/02/2008

Industrial Training

Worked as Industrial training for 6 Month, It is 4 Star Property with 101 Rooms, 3 Restaurant, Banquet hall, Lawns etc. It is located at heart of the city Panjim, Goa.

EDUCATION

Bundelkhand University

Passing Year - 2006

Bachelor of Hotel Management

Grades : Second Division Satyam
Computers

Passing Year - 2010

Certified Financial Accounting

Grades : First Division

U. P. Board

Passing Year - 2000

Intermediate

Passing Year - 1998

Grades : Second Division

U. P. Board

High School

Grades : Second Division

REFERENCE

Mr. Ranjit Goswami - Executive Chef

Hotel Hans Regency

+918688179715

ACHIEVEMENTS & AWARDS

PUBLICATION

Write blogs upon Social activities.

Participate in Social activities against corruption.

Signature: _____



Satish Dhar Dwivedi
