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FALCON ID # 37228

Hospitality / House Keeping

Residential Country : India Nationality : India  
Resume Title : Housekeeping Executive Notice Period : 1 Days

## EDUCATION

Qualification	Institute / College /University	Year	Country
Diploma	Sathe	0000	India

## CAREER SUMMARY

Position	Employer	Country	From Month/ Year	To Month/ Year
Facility Executive	Reputed Company	India	11/2013	/
House Keeping Trainee Executive	Hilton Garden Inn	India	07/2012	10/2013
House Keeping Room Attendant	The Claridge	India	10/2011	07/2012

## ADDITIONAL CERTIFICATE AND TECHNICAL QUALIFICATION

Name Of The Course	Course Date	Valid Upto	Name Of Organisation
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Current Salary (Monthly In Usd): Not Mention Expected Salary (Monthly In Usd): Not Mention

Additional Skills :

## PROFESSIONAL QUALIFICATIONS

- D-I.H.A. (DIPLOMA - International Hospitality Administration). From SHEETAL ACADEMY FOR TECHNICAL & HOSPITALITY EDUCATION. (SATHE) Mathura.

## ACADEMIC QUALIFICATION

- 10th Passed from U.P. Board – 2006
- 12th Passed from U.P. Board – 2010

## APPLYING FOR

- Housekeeping Management

## STRENGTHS

- Team Work & Positive Attitude.
- Good communication and Interpersonal skills.

## Additional Information :

- Finalizing daily, weekly, monthly work routine & checklist for successful and productive activities.
- Maintaining high health standards as per corporate guidelines, safety audits, and mock drill reviews for continuous improvements.
- Ensuring all safety installations are in good working condition.
- Responsible for closure of Helpdesk requests.
- Responsible for office administration work, housekeeping and welfare activities.
- Take rounds of the Facility regularly to identify issues in Housekeeping and immediate rectification and resolve it.
- Maintaining attendance of employees of particular facility.
- Organizing and maintaining all the records of training according to company rules.