

## Director / F&B Manager / Resort Manager

Uchádzača overíme na vašu žiadosť

Očakávaná mzda: **2 400 €**

Cena: **2 880 € bez DPH**

### Preferovaná pracovná pozícia

Výkonný riaditeľ

HACCP

Predaj Hotely-Reštaurácie-Kaviarne

### Preferovaná lokalita

Slovenská republika

### Jazyky

Hindčina

Anglicky - Pokročilý (C1)

Nemecky - Začiatočník (A2)

Arabsky - Začiatočník (A2)

## Pracovné skúsenosti / Work experiences

12/2019 – 07/2020

### Director

Zameranie spoločnosti:

*Food & Beverage*

- » As part of the pre-opening team I was responsible for organizing the SOP's, JD's and SSU
- » Coordinate with the owners regards to the purchase of all operating equipment and practicality of operations in each outlet
- » Prepare the Beverage List and Wine list in alignment with Standards
- » Coordinate with Chef and organize the menus for various outlets in collaboration with standards
- » Conducting Interviews for new hires, and look into finer details to ensure all procedures are in line with standards prior to the opening

10/2017 – 11/2019

### F&B Manager / Resort Manager

Zameranie spoločnosti:

*Food & Beverage / Hotels*

F&B Manager:

- » Manage daily F&B Operations: schedule shifts, assign tasks, order requisites, maintain/overlook inventory records as well as accounting records and manage expenses
- » Manage service aspects in all Food and Beverage outlets, areas and events
- » Acknowledge & greet all guests -Evaluate and supervises operational performance and carry out disciplinary action as needed, in accordance with the Resort's policies and applicable laws
- » Take rounds of all Food and Beverage outlets to ensure guest needs are met
- » Complete employee performance appraisals
- » Oversee monthly beverage inventories and quarterly crockery, glass- and silverware inventories. Manager on Duty (MOD) when all other management staff has departed for the day
- » Control costs of all Food and Beverage outlets by assisting management, as requested, in purchasing
- » Maintaining effective profit and loss controls and monitoring labor costs, following demand patterns
- » Maximize food and beverage sales by identifying and targeting sales opportunities through marketing
- » Organize promotions, special events and train staff on "up-selling
- » Maintain guest satisfaction by handling inquiries, concerns or comments and providing solutions

- » Acquiring feedback from co-workers in order to ensure satisfaction or implement service improvement ideas
- » Ensure a pleasant dining experience in all outlets by collaborating with the Executive Chef in the creation of menus

#### Resort Manager:

- » Managed Along with the GM a full operational team of 350 with an annual sales of 21 million , while reducing cost by 11 percent by closing monitoring and estimating purchase needs , the company has grown from 132 villas to an additional 40 ( Total 172) more over water villas in the past year , I played a key role in planning and implementing policies and procedures for the new project of water villas and forecasting revenue at same time Worked closely with the General Manager in managing day to day operations of the resort, including Front Office, Rooms Division, F&B, Housekeeping, Landscaping, Security and Maintenance
- » Prepare and conduct monthly/annual meetings. Inspecting the property and units to ensure highest standards of quality, cleanliness, guest readiness and company standards are maintained
- » Work closely with all departments for planning, budgeting and execution of renovations, maintenance of units and common areas. - Effective partnering with sales and marketing department to ensure consistency and unity through all departments
- » Also played a key role in upgrading our level in TripAdvisor fro 37 ranking to at times 21 ranking

01/2016 – 09/2017

#### **Food & Beverage Manager**

Zameranie spoločnosti:

##### *Hotels*

- » Was responsible for food cost and beverage cost was maintained at an average of 28% and 23 to 25% Respectively
- » Ensures that the Food and Beverage activities are aligned with the respective corporate strategy and that the hotel actions have been implemented where appropriate
- » Manage the preparation and up-date of individual departmental operations manuals
- » Conducts regular divisional communications meetings and ensures that departmental budgets are met

12/2014 – 12/2015

#### **Food & Beverage Manager**

Zameranie spoločnosti:

##### *Restaurants*

- » Develop and improve operations systems and manuals
- » Review monthly and annual reports including sales and P&L. Determine, plan and manage course of action accordingly

08/2013 – 11/2014

### **Food & Beverage Manager**

Zameranie spoločnosti:

*Hotels*

- » Establishes all staff F&B trainings, generating standard operating procedures and job descriptions, periodical budget control
- » Training of Assistant Managers/Supervisors, preparation of weekly management meetings, recruitment, schedule team plan for 35 waiters, coordinating maintenance issues, staff disciplinary and floor presence
- » Managed to bring the Beverage cost down by 8% and control the food coast at a constant 27%

02/2012 – 04/2013

### **Restaurant/Operations Manager**

Zameranie spoločnosti:

*Restaurants*

## **Vzdelanie / Education**

Unspecified

Bachelor of Hotel Management

Unspecified

**High School Graduate**