**AJAY SINGH**

**VPO**- Morsinghi, **Teh.** - Ghumarwin

**Distt**. - Bilaspur (HP), **Pin:** 174026

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I am working as a Sr.Executive Housekeeping with Radisson Blu Hotel in Coimbatore which is a five star property consisting of 135 rooms along with Coffee shop, Bar, Specialty Restaurants, Swimming pool, Fitness Center, Saloon, Spa, In-house laundry and Banquet halls.

Earlier I worked with WH The Glenview Resort & Spa in Kasauli as a Housekeeping Executive It is a 60 rooms Four star property which has Coffee shop, Restaurant, Swimming pool, Spa, Fitness Centre and Banquet halls

Earlier I worked with The Khyber Himalayan resort & Spa as a Housekeeping Supervisor It is a 85 rooms Five star deluxe property which has Coffee shop, Specialty Restaurant, Swimming pool, Saloon, Spa, Fitness Centre and Banquet halls.

Adopted flexible management style and constantly demonstrates the ability to meet the deadlines and exceed financial targets. Motivated with moderate drive and determination as well as proficient at work techniques, earned and created great market presence.

A moderate achiever would like to be judged based on results, particularly in improving the quality room presentation to attain optimum profitability. My Successful career has been gained through teamwork, motivation, training and associate development. Every work assignment was a challenge to board my horizons.

Thank you in anticipation and would be pleased to meet you personally at your convenience to discuss my candidature aptitude in detail or any inquires in this regard.

Sincerely yours,

Ajay Singh

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**OBJECTIVE:**

* A role as an Sr. Executive Housekeeping by utilizing relevant training and exceptional interpersonal skills to prove the highest level of cleanliness and customer satisfaction.
* To conduct survey to provide the room amenities and the equipment used for cleaning purpose in the current market trends and customers’ demands.
* To encourage effective communication to the team and organize on the job training with subordinates to ensure quality guest service.
* To build team spirit at all times that will maintain a positive working attitude and to acquire success in achieving set targets.
* Providing a standard service that meets customer demands and optimum resource utilization for maximum service quality.
* Monitoring customer comments by closely interacting with in-house and potential requirements and customizing the product services.
* Delivering high value services to upgrade clients for exalting their request levels.
* Build team spirit at all times with positive working attitude.
* Performance management securing quality.

Hardworking and quick individual seeking a housekeeping position with Alliance Residential Company. Offering exceptional skills in cleaning and demonstrated expertise in using modern equipment to maintain a luxurious and inviting premise.

**PROFESSIONAL EXPERIENCE:**

* Complete six month industrial training **Hotel TAJ** Chandigarh.
* Two year experience in Housekeeping Associate in **Hotel** **KLG INTERNATIONAL**, Chandigarh.(March 2009- Feb. 2011)
* One year experience in Housekeeping Tr.Supervisor in **Hotel ONN,** Ludhiana.(March 2011- March 2012)
* One Year and two Months experience in Housekeeping Supervisor from **Hotel KLG Starlite,** Chandigarh.(April 2012- August 2013)
* Three year experience in Housekeeping Team Leader in Hotel **The KHYBER Resort & Spa**, Gulmarg (J&K). (Sep. 2013 to July 2016)
* Two year and six months experience in Housekeeping Executive in **Hotel Welcome Heritage** **Glenview Resort**, Kasauli (HP). ( Aug. 2016 to Jan. 2019)
* Presently working in Sr. Housekeeping Executive in **Hotel Radisson Blu**, Coimbatore(TN). (Feb. 2019 to Present)

**DUTIES & RESPONSIBILITY:**

* Leading a team of Room Attendants to maintain rooms to the highest standard possible.
* Cleaning and setting up all guest rooms.
* Inspecting the work of cleaners for conformance to prescribed standards of cleanliness.
* Reporting any maintenance issues to senior Maintenance Managers.
* Ensuring that housekeeping materials and equipment are maintained and used correctly.
* Managing all handovers in a professional manner.

**KEY SKILLS AND COMPETENCIES:**

PROFESSIONAL & PERSONAL:-

* Expertly deep cleaning infected areas, rooms and equipment.
* Dem on starting to new employees how to properly use cleaning agents.
* Willing to do early morning Starts and Late night Finishes.
* Knowledge of the hospitality industry.
* Able to handle any emergency situations that may arise.
* Training up new room attendants to a high standard.
* Strong sense of responsibility

**ACADEMIC QUALIFICATION:**

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| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Name Of Course** | **Name Of Institute** | **University/ Board** | **Year Of Passing** | **% of Marks** |
| 1. | Senior Secondary | Govt. Sr.Sec. School, Morsinghi | HPBOSE Dharmshala |  2004-05 | 50 % |
| 2. | Higher Secondary | Govt. Sr.Sec. School, Solan | HPBOSE Dharmshala |  2002-03 | 50 % |
| 3. | One year Diploma in Hotel Management | C. S. Chandel Institute, Awahdevi, Hamirpur | HPBOSE Dharmshala S | 2005-06 | 65 % |
| 4. | Three Years Degree In Hotel Management | Chandigarh College of Hospitality, Landran, Mohali | PTU Jalandhar | 2009 | 67 % |

**Personal Detail:**

 Date of Birth : 20/08/1986

 Nationality : Indian.

 Religion : Hindu

 Hobby : Listening music, Travelling new places.

 **Declaration:**

I hereby declare that all the above furnished information is correct to the best of my knowledge.

**AJAY SINGH**