

Curriculum Vitae

Manish Gurung

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PERSONAL SYNOPSIS

To work in an established organization where I could render and showcase my skills, excellent Service as well as my eagerness to do my job for me to contribute to the company for its growth and stability.

RESPONSIBILITIES OF HHOUSEKEEPING

Housekeepers are responsible for cleaning and reporting any safety hazards to the manager in charge. House keeping must complete tasks like vacuuming, sweeping, emptying trash cans, dusting shelves, cleaning windows, and mopping floors.

QUALIFICATIONS

- 12pass from HSEB,Nepal
- House keeping (Professional experience) two year

PROFESSIONAL EXPERIENCE

- Worked as a house keeping at Everest top restaurants, Kathmandu, Nepal. for 1 years. (June 2019 to April 2022)
- Office boy at Nic Asia bank 1 year(Jan 2018 to March To April 2019)

PROFESSIONAL SKILLS

- Goodcommunication skills.
- Positive attitude all the time.
- Self-motivated and accept the challenges & responsibility.
- Always giving a best result.
- Flexible in any duty/ work schedule.
- Time management skills.
- Attention to detail.
- Interpersonal skills.
- Flexibility
- Customer service.
- Housekeeping hard skills.
- Refine your organizational skills.

DUTIES IN TREE TOP RESTAURANTS

- Keeping facilities and common areas clean and maintained.
- Vacuuming, sweeping, and mopping floors.
- Cleaning and stocking restrooms

- Notifying managers of necessary repairs.
- Collecting and disposing of trash.
- Assisting guests when necessary.
- Keeping the linen room stocked
- Properly cleaning upholstered furniture.
- Manage cleaning and maintenance activities.

PERSONAL INFORMATION

Date of Birth : 14 April 2004
Nationality : Nepalese
Marital Status : Unmarried
Hobbies : Travelling, Reading
Spoken Languages : English, Hindi & Nepali
Passport Number : PA0244311
Date of Issue : 05/04/2022
Date of Expires : 04/04/2032
Sex : Male
Visa Status : UAE Visit Visa

DECLARATION

To be provided upon request, I hereby declare that all the information of mine is true and is to the best of my knowledge.

Yours sincerely ,

Manish Gurung

