



# **Curriculum Vitae**

**Manish Gurung**

**Al karama, Dubai, UAE Mobile : - +971 56 931 4847**

**Email ID: - manishgurung2767@gmail.com**



## **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.

## **QUALIFICATIONS**

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

## **PROFESSIONAL EXPERIENCE**

✚ Worked as a waiter at Everest top restaurants, Taplejung, Nepal. for 2 years. (June 2019 to April 2021)

## **PROFESSIONAL SKILLS**

- Goodcommunication skills.
- Customer satisfactions.
- Positive attitude all the time.
- Self-motivated and accept the challenges & responsibility.
- Always giving a best result.
- Flexible in any duty schedule.
- Flexible in any work.

## **DUTIES AND RESPOSIBILITIES IN TREE TOP RESTAURANTS**

- Making sure that order plates are aesthetically arranged.
- Provide excellent customer service to everyone who visits Your restaurant.
- Assist diners with ordering by answering menu questions Or making recommendations upon request.
- And communicate order details to the kitchen staff as Needed.
- Check customer's ID if necessary to assure they are of legal Drinking age.
- Inform guests about restaurant customer loyalty program, Or any other specials and promotions ➤ Up-sell any additional products when appropriate.
- Serve food and drink orders to guests.
- Stay up to date on any menu changes and daily specials.
- Check in with diner's to make sure they are enjoying their Meals and correct any problems ➤ Follows the rules and procedure of the company.
- Always following the mangers instruction.

**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**

