

RESUME

Mayur Ratilal koladiya

Phone: 7383939604

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Objective:

To become a successful professional in the field of Fire & Safety and to work in an innovative and competitive world.

Educational Qualification:

<u>SR</u> <u>No.</u>	<u>COURSE</u>	<u>BOARD /</u> <u>UNIVERSITY</u>	<u>YEAR</u> <u>OF</u> <u>PASSING</u>	<u>PERCENTAGE</u>	<u>CLASS</u>
1	10th	GSEB	2003	45.00%	10th
2	12th	GHSEB	2005	40.00%	12th
3	Fireman	GHANDHNGAR	2008	65.00%	Fireman
4	IOSH Managing Safely	COMPLETE FIRE DESIGN SOLUTIONS.ABD	2016	FIRST CLASS	Fireman

Work Experience:

1: I have 3 month experience in Municipal Corporation as a Fire man From Rajkot 2008.

2: I have 5 Years' experience in Torrent power 100mw as Fire man From Ahmedabad.2009 to2013.

3: I have 3 Years' experience in Narayani Hotel & Resort as a Fire & Safety supervisor Jan 2014 to Jan 2017.

4: I have 2.3 Years' experience in Linc Digital System Pvt. Ltd.as a



Safety Officer Jan 2017 to July 2018.

5: I have running my job in Double Tree by Hilton Ahmedabad as a Fire Officer, Since March 2019 to till date...

Project Work:

I have done project on **SAFETY OFFICER** at **Maxxis Rubber Pvt. Ltd.**

I have done project on **SAFETY OFFICER** at **Hamlai Industrial Pvt. Ltd.**

Other Achievements:

Have the elementary knowledge of Internet, M.S. Office, and DTP Operator & Basic Knowledge of computer.

ACHIEVEMENT:-

- Certificate given by hotel General Manager for the taking ownership and Remarkable job.
- Certificate given by hotel management for star team member from the department.

Job Profile:

1. Ensuring regular inspection of **Fixed, Mobile & Portable fire fighting system**. For example: Hydrant system, fire water monitor system, HVWS & MVWS system, foam pourer system, Fire water risers, Fire extinguishers, Hose boxes & Fire tenders\
2. Ensured availability of fire fighting Extinguishers where ever necessary & also trained worker for the correct use of the same.



3. Regular inspection & Checking of fire detection & alarm system.
4. Fire prevention audit as per schedule.
5. Delivered safety Induction training, Tool Box Talk, Fire fighting training to the new workers.
6. Monitored strict compliance of "Permit to Work" system at worksite & explain the importance of the same to the workers.
7. A quick response to emergency calls.
8. Ensuring Safety of Hotel Guest, Staff and Property.
9. Traffic control during high crowd in hotel.
10. Handling Crowd during banquet functions.
11. Handling surveillance and other vital equipment of security.
12. Maintaining the all records & Documents of security Department.
13. Daily Briefing of Guards and assigning the job responsibilities.
14. Checks all out source manning billing process in security department with the coordination of Security Manager.
15. Handle all guest and internal customer complaints and inquiries in a courteous and efficient manner.
16. Supervise closely all security Guards in the performance of their duties in accordance with company policy & procedure and applicable law
17. Ensure petrol been carried out in all public areas, restaurants guest floors, offices, plant room, all others area of property



18. Assists Security Manager, management and enforcement offices in emergency situation.
19. Supervision on Electronic and Mattel Key Control and Access Control operations (Both persons and packages)
20. CCTV observation and mention daily CCTV camera report.
21. Security safety training given to hotel staff.
22. Given the Safety speech to guest in VVIP government event.
23. All fire System Operating in emergency (Fire Panel, Fire Hydrant System, Sprinkler System, Detector system and PA System Handling.

Personal Profile:

Name : MAYUR RATILAL KOLADIYA
Father's name : Ratilal Popatbhai Koladiya
Date of Birth : 03/03/1988
Sex : Male
Marital Status : Married.
Hobby : Music, Sports
Personality : Dynamic
Languages Known : English, Hindi, and Gujarati
Nationality : Indian
Strengths : Good Communication skill, hard-working,
Positive Attitude



Permanent Address: A/23, Pratik Tenement India Colony,
Bapungar Ahmedabad-382424.

References:

Prem Dhami	Hitendra Gadhavi
Security Manager	
FireSafety&SecurityManager	
Double Tree By Hilton	Radisson Blue Hotel
Ahmedabad-382350	Ahmedabad-
382350	
Mobile No:-98233 66160	
Mobile No:-99789 94618	

Declaration:

I confirm that the information provided by me is true to the best of my knowledge and belief.

Your's faithfully,

Mayur Koladiya

