

# Resume

## Vipin lakhera

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306, trivani hills ujjain madhya pradesh

Mob. No-8305208105

## Career Objective

Looking for suitable opportunity to lead a team of housekeeping professionals, where I can explore my skills sets and bring them to effective use for achieving the organizational objective by providing the clients and customer with professional and efficient services.

## Career summary

An adept housekeeping professional with 10 years of industry experience have worked with reputed hotels and provided the best professional housekeeping services, in order to maintain the surroundings in a clean, hygienic, and attractive manner for pleasant customer experience. Imbued by experience, my core competencies include:

- Room making.
- Flower arrangements.
- In-depth knowledge of various housekeeping equipments and products.
- Knowledge and expertise over laundry operations.
- Familiar with the latest industrial trends.

## Professional work experience

**. Housekeeping assistance manager with Rudraksh club and resort from 2018 to till now.**

- six month industrial training from inder residency Udaipur
- one year worked as a room boy with hotel sarovar portico in Indore 2012.
- One year worked as a senior room boy with hotel winway in Indore 2013
- Three year as a housekeeping supervisor with hotel anjushree. 2016
- Currently I am working With hotel Rudraksh Club & Resorts As a assistance manager from 2017 date to till date.

## Achievements

- Bravo (best employee of the month) in sarovar portico hotel for guest satisfaction.
- Best employee of the month in hotel anjushree august 2016 and feb 2017.

## Academic qualification

- 10<sup>th</sup> passed from m.p.board in 2007
- 12<sup>th</sup> passed from m.p.board in 2009
- Completed diploma in tourism and hotel management from uei global in 2009-10.

## **Skills**

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**:Excellent leadership and interpersonal skills.**

**:Strong attention to detail and organizational abilities**

**:Proficient in Microsoft Office suit and housekeeping management software.**

**:Knowledge of cleaning procedure, technique, and equipment.**

**:Ability to multitask and prioritize in a fast paced environment.**

**Excellent communication skills, both verbal and written.**

## **Hobbies**

- Playing basketball,cooking,listening music.

## **Personal details:**

- Father name :Mr.Gajendra Prasad lakhera
- Date of birth :03/11/1991
- Gender :Male
- Language Known:hindi,English,garwali

## **Declaration:**

I acknowledge that the details shared above are true to the best of my knowledge and beliefs and can be supported with documents proofs, if required.

Place

Date

Vipin Lalhera

