

# **CURRICULUM VITAE**

**RAKESH ROSHEN PADHY**

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## **OBJECTIVE:**

To gain opportunity for advancement and professional development in the company recognized for guest relation excellence and also include in showing all my abilities and understanding and improve my knowledge & skills for expansion of hotel.

## **ACADEMIC QUALIFICATION:**

- B.SC.In Hotel Management and Tourism in AIHM, VISHAKAPATNAM, AP.
- Intermediate from SIDHA BHAIRABI SCIENCE COLLEGE, KANISI, ORISSA.
- 10<sup>th</sup> from DASPUR HIGH SCHOOL, DASPUR, ORISSA.

## **TNECHICAL SKILLS:**

Worked with OPERA & IDS.

## **INDUSTRIAL TRAINING:**

- I have completed my Industrial Training at TAJ GREEN COVE RESORTS, KOVALAM.

## **WORK EXPERIENCES**

### **CURRENT JOB:**

Name of the Organization : - THE FERN SATTVA RESORT, LITTLE RANN OF KUTCH (47 luxury rooms)

Designation : - Resident Manager.

Duration : - DT: 28<sup>th</sup>, Sept. 2024 to Till date .

### **Responsibilities:**

1. Develop and implement hotel strategies to achieve business objectives.
2. Set goals, priorities, and standards for hotel operations.
3. Lead and manage senior management team. & heading the department.
4. Oversee daily hotel operations, including front office, housekeeping, food and beverage, and other departments.
5. Ensure compliance with hotel policies, procedures, and standards.
6. Monitor and control operational costs, budgets, and inventory.
7. Develop and manage hotel budget.
8. Analyze financial reports and make informed decisions.
9. Optimize revenue streams and minimize expenses.
10. Ensure exceptional guest satisfaction and loyalty.
11. Develop and implement guest service standards.
12. Handle guest complaints and resolve issues.
13. Develop and implement sales and marketing strategies.
14. Build relationships with key clients and partners.
15. Monitor competitor activity and market trends.

16. Recruit, train, and develop senior management team.
17. Foster a positive work environment and team culture.
18. Ensure compliance with HR policies and procedures.
19. Conduct regular inspections to ensure quality standards.
20. Implement corrective actions to address deficiencies.
21. Maintain hotel certifications and accreditations.
22. Ensure compliance with safety and security protocols.
23. Conduct regular drills and training.
24. Manage crisis situations.
25. Liaise with owners, investors, and stakeholders.
26. Communicate hotel performance and strategies.
27. Represent hotel in industry events and conferences.
28. Maintain hotel licenses and permits.
29. Ensure compliance with local laws and regulations.
30. Stay up-to-date with industry trends and best practices.

**JOB 6:**

Name of the Organization : - THE FERN GIR FOREST RESORT (40 luxury rooms)  
Designation : - Executive Housekeeper.  
Duration : - DT: 15<sup>th</sup>, Feb. 2021 to 27<sup>th</sup>, Sept. 2024 .

**JOB 5:**

Name of the Organization : - RAMADA UDAIPUR RESORT AND SPA (72 ROOMS)  
Designation : - Asst. Housekeeper.  
Duration : - DT: 2<sup>nd</sup> Feb 2017 to 11<sup>th</sup> Feb. 2021.

**JOB 4:**

Name of the Organization : - WYNDHAM GRAND, AGRA (160 ROOMS)

Designation : - H.K. Executive  
Duration : - DT: 15th Feb 2015 to 31<sup>st</sup> Jan 2017

**JOB 3:**

Name of the Organization : - HOTEL CLARKS SHIRAZ, AGRA (237 ROOMS)  
Designation : - SR Supervisor  
Duration : - DT: 11<sup>th</sup>sept. 2013 to 15th Feb 2015.

**JOB 2:**

Name of the Organization : - TRIDENT HOTEL, BHUBANESWAR. (62 ROOMS)  
Designation : - Housekeeping Supervisor.  
Duration : - DT: 14<sup>th</sup> March 2011 to 31<sup>th</sup> March 2013.

**JOB 1:**

Name of the Organization : - THE PARK, HYDERABAD (270 ROOMS)  
Designation : - Housekeeping Associate (pre-opening).  
Duration : - DT: 11<sup>th</sup> January 2010 to 28<sup>th</sup> February 2011.

**PERSONAL DETAILS:**

1. Date of Birth : 20<sup>th</sup> July 1986
2. Father's Name : Mr. Gokul Mohan Padhy
3. Gender : Male
4. Language Known : English, Hindi, Odiya
5. Marital Status : Married
6. Nationality : Indian
7. Address : At & Po: Padmapur
8. Dist : Ganjam ( Odisha )
9. Pin : 760003

**DECLARATION:**

I declare that all the information mentioned above is true to the Best of my knowledge and professional background.

Date: .....

Place: .....

(RakeshRoshenPadhy)

