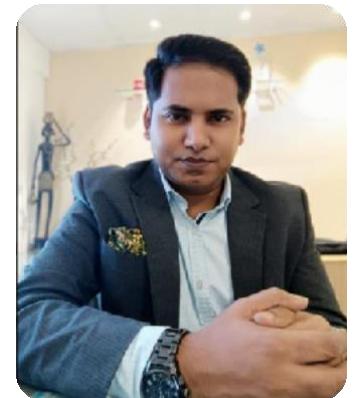


## **CURRICULAM VITAE**

TARKESHWAR PRASAD

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Mob. :- +91 8797271817  
WhatsApp: - +91 8252029256



### **OBJECTIVES:**

To succeed in an environment of growth and excellence and earn a job which provides me job Satisfaction and self-development and help me to achieve personal as well as organization goals.

### **Current Jobs Responsibilities [Hotel Manager and Leading the entire Hotel Operations: -**

- ✓ Reporting to Area Director and assisting him in administering all Hotel Operations and functions of the unit.
- ✓ Sharing inputs to Annual Budget and Profit and Loss statements.
- ✓ Analyzing and approving daily BAR rates on all online channels and Brand Website
- ✓ Setting and approving the BAR as per the demand and the city trend.
- ✓ Responding to all guest feedbacks on all channels.
- ✓ Assigning and Analyzing training needs and HOD's executes accordingly.
- ✓ Handles complaints, settling disputes, and resolving grievances and conflicts.
- ✓ Emphasizes guest satisfaction during all departmental meetings and focuses on continuous improvement.
- ✓ Interacts with guests to obtain feedback on product quality and service levels.
- ✓ Helping the employees to provide excellent customer service.
- ✓ Improving the service by communicating and assisting individuals to understand guest needs, providing guidance, feedback, and individual coaching when needed.
- ✓ Driving Quality and taking updates on all aspects of operations.
- ✓ Establishing a healthy Employee and Labor relations.
- ✓ Carrying out all day-to-day operation in coordination with Area Director in his absence.

## WORK EXPERIENCE: -



Presently working with Lemon Tree Hotel, Hyderabad as a Hotel Manager [Unit Head] from April 2024 till date.



Worked with Red Fox Hotel by lemon tree hotels, Hyderabad as an Executive Assistant Manager [Lead 1] and taking care of entire hotel operations from May 2023 to March 2024



Worked with Radisson Resort Goa, Baga [95 Rooms] in a HOD role for Front Office Operations, Reservations and Revenue from August 2022 to April 2023



Worked with Radisson Blu Hotel Nagpur [214 Rooms] as a Duty Manager from February 2018 to April 2022



Worked with Accor Group of Hotel at ibis Nashik [123 Rooms] as a Duty Manager from March 2016 to July 2018



Worked with Radisson Blu Hotel Ranchi [116 Rooms] from July 2011 to Feb 2016.

- ✓ Promoted as a Front Office Executive at "Radisson Blu Hotel" Ranchi in April 2015.
- ✓ Promoted as a Front Office Team Leader at "Radisson Blu Hotel" Ranchi in April 2013
- ✓ Joined "Radisson Blu Hotel" Ranchi as a Front Office Associate in July 2011



Worked with "The Zuri White Sands Resort and Casino Goa" a Preferred Group of Hotels and Resort as a Front Office Associate from September 2010 to April 2011



Worked with "Majorda Beach Resort Goa" as a Front Office Assistant from August 2009 to August 2010 [Started my first Assignment and gained lots of Knowledge and good Experience]



Completed 06 months Industrial Training from "The Manohar luxury Star Hotel" Hyderabad in year 2006.

## SOFTWARE and PMS SKILLS: -

- ✓ MS Office [MS Word, Excel and PowerPoint] and working over the Internet
- ✓ Opera Ver. 4.0, 5.0, 5.5, 5.6
- ✓ IDS Next
- ✓ EMMA
- ✓ SAP
- ✓ FIORI
- ✓ MEDALLIA
- ✓ Review Pro
- ✓ Trust You

## EDUCATIONAL QUALIFICATIONS: -

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2023: Pursuing Masters in Hospitality management

2009: Completed 4years Bachelor's degree in Hotel Management and Catering Technology from Durgapur Society of Management Science.

2005: Completed Higher Secondary Examination 10+2 from DAV [C.B.S.E Board]

2003: Completed Secondary Examination 10<sup>th</sup> from DAV [C.B.S.E Board]

## EXTRA-CURRICULAR ACTIVITIES: -

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- ✓ Participated in Inter-School Cricket Tournament
- ✓ Participated in Inter-School Athlete
- ✓ Participated in Inter-College Football match.

## CERTIFICATES and ACHIEVEMENTS: -

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- ✓ Appointed as a Departmental Trainer @ ibis
- ✓ Selected as a Le Club Ambassador Accor Hotels
- ✓ Awarded as a Smile of the Year 2017 @ ibis
- ✓ Nominated as a Employee of the month @ ibis
- ✓ Awarded as a Smile of the Month @ ibis
- ✓ Awarded as Employee of the month @ Radisson Blu.
- ✓ Awarded as Best Groomed Employee @ Radisson Blu.
- ✓ Received Appreciation letter for Extracurricular Activities @ Radisson Blu.
- ✓ Obtained First Aid Certificate from St. John Ambulance, Kolkata.
- ✓ Received Appreciation letter for efficient Group handling @ Radisson Blu.

## LANGUAGE KNOWN: -

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English, Hindi, and Bengali.

## HOBBIES and INTRESTS: -

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Travelling, Driving and Cooking

## PERSONAL DETAILS:-

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Name: - Tarkeshwar Prasad

Address: - Akash Ganga Colony, Post: KG Ashram, Lalbangla, Gobindpur.  
Dhanbad, (Jharkhand) PIN: 828109

Place and

Date of Birth: -Dhanbad, Jharkhand / 12<sup>th</sup> Jan 1988

## Contacts: -

Phone: - +91 8797271817, +91 8252029256

E-Mail :- [88prasad.t@gmail.com](mailto:88prasad.t@gmail.com)

Skype: - Prasad.t007

## DECLARATION: -

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I hereby declare that all the information given by me is true and correct to the best of my knowledge and belief.

Date: - \_\_\_\_\_.

Signature: - Tarkeshwar Prasad.