

ATUL KUMAR



Mobile: 9971037179 ~ **E-Mail:** atulkumar1979@gmail.com

Dynamic and achievement oriented professional, extending over 19 yrs. of accomplished experience across the Food & Beverages service & Sales Marketing.

CAREER SCAN

Currently working as Assistant General Manager with Hotel Ashburton (Canterbury Region, New Zealand).

Job Duties & Responsibilities

- Ensure that the Hotel operations and guidelines are adhered to as required by the company's standards.
- Oversee system transactions and control the voiding system, opening and cash out procedure, system reconciliation, and daily banking procedure.
- Handle customer queries /complaints to ensure customer satisfaction.
- Prepare monthly sales reports and weekly profit & loss statements and provide relevant feedback and suggestions to the Manager to maximize operational efficiency.
- Provide information and advice customers on the menu and keep abreast with all the latest products and services that will be offered.
- Maintain optimum stock levels to ensure the smooth running of operations to cater to customer demands.
- Maintain hygiene standards and monitor regular quality checks for the outlet.
- Participate in recruiting staff for the outlet to ensure the right calibre of staff is selected to meet company objectives.
- Ensure regular on-the-job training is conducted so that staff perform their duties correctly
- Guide, train, develop and motivate subordinates to achieve their objectives and work to their best potential to perform effectively on the job.

Worked as Assistant Caterings sales Manager with Vivanta Suraj Kund from 19-May-2022 till 02 March-2023.

Worked as Assistant Sales Manager with Taj Swarna Amritsar from 01-January-2020 19-May-2022.

Worked with Taj Swarna Amritsar Since 07- May-2018 till 31-December-2019 as Assistant catering sales Manager.

Worked With 38 Barracks Pub since April2017 till May 06-2018 Connaught Place as an RGM.

<https://www.zomato.com/ncr/38-barracks-connaught-place-new-delhi>.

Worked with Sarovar Portico Vaishali Ghaziabad as Food & Beverage Manager from Sep 20-2016 till March 2017. 127 Rooms/Coffee shop/Bar/Terrace Grill/Banquet 500 Pax

Worked with Frasers suites New Delhi as an Assistant Food & Beverage Manager (HOD) May-2015 till April 2016

5-star gold Standard Apartment with 92 Room, 24 Hour Coffee shop, Bar, Banquets, IRD, Pool Side, Tea Lounge, Mini Bar

Manager Pre-Opening Restaurant

May 2011 to May 2015 Pre-Opening new Concept

Worked with Award Winning Authentic Mexican Restaurant as Operations Manager Pre-opening Since May 2014 till April 2015.

Worked with Uzuri Deck & Dining (Afro European) GK-II M block as Restaurant Manager Pre-Opening Since May 2013 till March 2014.

Worked with Award Winning Chez Nini French Canadian Restaurant as a Pre-Opening Restaurant Manager Since April 2011 till March 2013.

Worked with LEELA KEMPINSKI GURGAON as Team leader in Pre-opening team worked in Spectra Nov 2008-March 2011. Exposure of managing restaurants of 225 covers each and 35 subordinates

Worked with Hotel Taj Man Singh (LHW) Delhi as a GSA April 15 2006 till Oct 30 2008.

Worked with INDIA HABITATE CENTER Lodi Road, Delhi from Dec 02, 2005 to till April 07, 2006 as a Trainee Captain.

Worked in Pizza Corner India from Dec 02, 2004 to till April 30 2005 as a Shift Manager.

Notable Highlights:

- ⇒ **Times Food** for best Mexican restaurant in the first year 2015 of its existence
- ⇒ **HT Crystal Award** for the French Bistro Chez Nini in the first 2013 year of its existence

INTERNSHIP

Organisation : Hotel THE ASHOK NEW DELHI
Duration : 6 months
Objective : Training in all departments

IT FORTE

- ⇒ Well versed with Microsoft Office & Internet Applications.
- ⇒ Conversant with Micros, POS, Touche.

ACADEMIC CREDENTIALS

- ⇒ B.Sc. in **Hospitality and Hotel Administration (2005)** from Institute of Hotel Management and Catering Technology Kovalam, Thiruvananthapuram, Kerala, India

PERSONAL DOSSIER

Present Address : House No. F-2, 1st Floor, Block No.46, Kalyan vas, New Delhi110091.

Permanent Address : same as above

Languages Known : English & Hindi

References : Available on request

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge & understanding.

Place: New Delhi

Date:

Atul Kumar