

Curriculum Vitae



Kamlesh kumar

Location – New Delhi India

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Career Objective

Seasoned professional in hospitality sectors with more than 18 years of experience providing Guests with the highest degree of hospitality and customer service by ensuring that facilities meet and exceed expectations. Strong leader possessing outstanding work ethic and integrity always dedicated to meeting budget and meticulously documenting financials. Manages by leading and showing staff the rewards of pushing past their own expectations to provide the best work possible.

Area of Work

Business Planning	Business Development	Process Improvement	Equipment Inventory Control
Market Communication	Quality Management	People Management	Resource Planning
Hotel operation	General Administration	Vendor Management	Menu Planning
Budgetary Control	Guest complain & feedback	Social Media Ranking	Payroll Cost Check
Attention to details	Admin and Reports	Team Leadership & Training	Online Marketing
Profit Centre Operation	Finance Management	Sanitation Standards Maintenance	Sales & Marketing

Professional Qualification

- MTM (Masters in Tourism Management)- Indira Gandhi National Open University New Delhi
- Diploma in Hospitality Management - DIHM&CT Lajpat Nagar, New Delhi.
- Fundamentals of Hotel Revenue Management - Certificate online course by Alison Education
- Hospitality Management Studies - Food and Beverage Services -Certificate course by Alison online Education.

Education

- Delhi University-Have done my Graduation in B.A
- CBSE Delhi -Gbs School-Have done my secondary education from above mention institute.
- CBSE Delhi- Gbs School- Have done my higher secondary education from above school with Art stream and passed out with distinction in political science & Geography.

Relevant Experience

VITS HOTEL GURUGRAM (Feb 2025 to till date)

(A Unit of VITIZEN Group Of Hotels)

Vitizen Group Of Hotels is one of the leading company which take hotels on Management bases and drive its sales and Management professionally, currently network spans over 26 mid-range hotels and Restaurants in pan India .

Room inventory: 57Rooms With one Multi cuisine Restaurant & one Japanese cuisine Restaurant 2 Banquet.

Position – Pre opening General Manager

Standard: Four Star Hotel

Reporting To : VP Operation

To take care of Daily pre - opening operation work and coordinate with project team and pushing team to work in Timeline and coordinate with corporate office and local stake holders.

Zip by Spree Hotel Bhopal (April 24 to Till Jan 2025)

(A Unit of Spree Group Of Hotels)

Spree Group Of Hotels is one of the leading company which take hotels on Management bases and drive its sales and Management professionally, Currently operational in 12 states with more then 30 hotels.

Position – General Manager

Room Inventory: 84 Rooms

Standard: Three Star Hotel

Reporting To : VP Operation

Job Responsibility

To take care of the Daily operational work, Meeting Guests, Making and following Monthly Budgeting, manage and maintaining Accounts Taking feedback from all departments, visualize and analyse the daily reports.

Caspia Hotel New Delhi (September 2023 to March 2024)

A Unite of SAMHI Hotels Ltd

Position – Sales Manager & Revenue Analyst

Room Inventory: 143 Rooms

Standard: Four star Deluxe

HOTEL REDFOX Bhiwadi Near Manesar A Unit of Lemon Tree Hotels Pvt Ltd (September 2022 to August 2023)

Position-Front office Manager

Inventory: 130 Rooms

Standard: Four star Deluxe

NEMCHEM International Ltd (October 2020 to July 2022)

Industry -Facility Management & Hospitality Management

Location -Accra Ghana (West Africa)

Position -country Admin. Manager

Group Name- Golden Tulip Hotel (Luover Hotels) September 2019 to April 2020)

Standard: Four star Deluxe Hotel

Position: Accommodation Manager

Room Inventory: 70 Room

HOTEL THE VISAYA NEW DELHI (May 2017 to August 2019)

A Unit of Disha Hotels Pvt. Ltd.

Position – Front office Manager cum Acting Room Division Manager

Standard: Four star Deluxe Boutique Hotel

Room Inventory: 48 Room

Group Name- Golden Tulip Hotel (Luover Hotels) July 2015 to March 2017)

Standard: Four star Deluxe Hotel

Position: Asst.Front office Manager (HOD)

Room Inventory: 70 Room

Country Inn & Suites by Calson Sahibabad NCR Delhi(October2014 to June 2015)

Standard: Five star Deluxe Hotel

Position: Duty Manage

Room Inventory: 216 Room

HOTEL LUBUMBASHI (November 2010 to September 2014)

Group Name : SIMCO SPRL GROUP

Standard: Four star Deluxe Hotel

Room Inventory: 55 ROOMS

Position: Hotel Manager

Lubumbashi city, Democratic Republic of Congo Africa

The Hans Hotel (August 2007 to Oct 2010)

Group Name: Hans Group of Hotels

Standard: Four star Deluxe Hotel

Room Inventory: 72 ROOMS

Position: Front office Executive cum Acting Duty Manager

HOTEL THE OBEROI MAIDENS (June 2005 to March 2007)

Group Name : OBEROI HOTELS &RESORTS

Successfully completed 8 months Industrial Training especially in Front Office Department & Successfully completed one year on job Training in Front Office Department.

System knowledge – Opera, Fidelio, Ids, Winhms, hms ,Easy , showman

Personal Profile

- Date of birth : 19th July 1982
- Language known : English, Hindi & Franch
- Status : Married

Hobbies & Interests

- To accept challenges
- Watching TV and listening music & Traveling
- Interacting with people.

Strengths:

Professional & Functional Knowledge, good interpersonal skills, self motivated & team Worker & fast learner.

References : Available on Request.

Date:

Place:

(Kamlesh Kumar)