

# SURAJ TIWARI

F&B CONTROLLER



## CONTACT

+91 8368762800

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Indore

## SKILLS

- Public Relations
- Teamwork
- Time Management
- Leadership
- Computer analysis and finding computer problems.
- I have good Knowledge about computer drivers software

## LANGUAGES

- Hindi
- English

## PERSONAL INFO

- Date of birth - 03/Mar/1997
- Nationality - Indian
- Marital Status - Unmarried
- Father Name -Shri Devesh Tiwari

## EDUCATIONAL QUALIFICATION

- Graduation in B.A Pass From Jiwaji University M.P
- 12th Passed from M.P Board
- 10th Passed from M.P Board



## PROFILE

Highly accomplished Cost Controller with expertise in all aspects of accounting department management. Strong background in manufacturing and cost accounting with experience in both corporate and nonprofit industries. Skilled in cost analysis reporting and auditing with record of success in consistently reducing inventory purchasing and general administrative costs. Decisive leader recognized for effective collaboration with management colleagues vendors and staff. Exceptional interpersonal and communication skills with a proven ability to manage priorities for optimal performance results.



## WORK EXPERIENCE

### Massive Restaurants Private Limited

JUNE'2024 - PRESENT

Farzi Cafe Indore

- **Inventory control** - Track food supplies and implement an inventory tracking system. Conduct regular physical inventories and reconcile with records.
- **Cost control** - Calculate the costs of food and beverage items and ensure that costs are within budget. Prepare daily, weekly, and monthly F&B cost reports.
- **Variance analysis** - Prepare variance analysis for food and beverage and communicate with relevant parties.
- Control and ensure that not a single item leaves the stores without requisition.
- In conjunction with the Provision Master, provides analysis of F&B stores consumption to handle the ordering of Food and Beverage as exact as possible.
- Input in the computer all bar stock received.

### World of Shalom Laidback Cafe (Delhi)

AUG'2019 - MAY'2024

F&B Controller & Store Incharge & Snr.Cashier

- Monitor and take inventory regularly to compile orders based on par levels or needs.
- Maintain clear and organized records to ensure all reports and invoices are filed and stored properly.
- Responsible for verifying all goods arrived as per the agreed purchase, delivery note, and agreed quantity had been received.
- Ensure the quantity requested and the quantity issued always match.
- Extend all requisitions daily and update the inventory management software/system.
- Identify and report any slow-moving items to avoid over-purchasing.

### Shalom Bar & Restaurant (Delhi)

MAR'2016 - AUG'2019

Snr.Cashier

- Manage transactions with customers using cash registers.
- Scan goods and ensure pricing is accurate.
- Collect payments whether in cash or credit.
- Issue receipts, refunds, change or tickets.
- Redeem stamps and coupons.

### FORK YOU (Delhi)

FEB'2015 - FEB'2016

Cashier