



MD ABU SAYEED RIDAY

Housekeeping supervisor

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LANGUAGES

- English – Good
- Arabic – Intermediate
- Hindi – Intermediate
- Urdu – Intermediate
- Bangla – Advanced

HOBBIES

- Reading Quran
- Sketching
- Programming
- Design

SKILLS

- Team Leadership & Supervision
- Quality Assurance & Inspections
- Inventory & Supply Management
- Staff Training & Development
- Guest Relations & Satisfaction
- Time Management & Prioritization
- Knowledge of Cleaning Procedures
- Hotel Management Software's

MORE INFORMATION

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SUMMARY

Experienced and detail-oriented Housekeeping Supervisor with a proven track record at Warwick Hotel. Skilled in leading and motivating teams to achieve high standards of cleanliness and guest satisfaction. Strong background in training staff, managing schedules, and implementing efficient housekeeping processes. Known for attention to detail, quick problem-solving abilities, and a commitment to maintaining a positive guest experience.

EXPERIENCE

Housekeeping Supervisor Warwick Hotel – Jeddah

2020 To Running

- Supervised and managed a team of 21 housekeeping staff and ensured their work was carried out to the highest standards.
- Developed and implemented cleaning schedules and checked that all areas were cleaned to the required standards
- Conducted regular training sessions for housekeeping staff to improve their skills and performance.
- Maintained inventory levels of cleaning supplies and equipment and ordered supplies as necessary
- Conducted regular inspections of guest rooms, public areas, and back-of-house areas to ensure they were clean, well-maintained, and safe

Housekeeping Supervisor Salsabil By Warwick Hotel – Jeddah

2019 To 2020

- Supervise a team of 6 housekeeping staff, ensuring efficient and effective completion of daily tasks
- Collaborate with front desk and maintenance teams to address guest requests and resolve issues promptly.
- Collaborated with other departments to coordinate housekeeping services and resolve any interdepartmental issues

Housekeeping Supervisor Salsabil By Warwick Hotel – Jeddah

2018 To 2019

- Efficiently cleaned and prepared 15-16 guest rooms daily, ensuring adherence to hotel standards
- Reported maintenance issues and requested supplies to enhance operational efficiency.
- Provided exceptional customer service by addressing guest inquiries and requests with professionalism and courtesy.
- Assisted in training new staff on cleaning techniques, safety protocols, and hotel policies.

EDUCATION

Higher Secondary Certificate 2015	Comilla, Bangladesh
Secondary Secondary Certificate 2013	Comilla, Bangladesh
Junior School Certificate 2010	Comilla, Bangladesh

Achievements

- Employee of the Month
- Outstanding Team Leader Award
- Supervisor of the Year
- Certificate of Excellence in Housekeeping
- Service Excellence Award