

Tejas Aeer - Resume

Objective

Dedicated and detail-oriented professional with a strong background in food service operations, hygiene supervision, and team management. Demonstrates excellent leadership, planning, and quality control skills with a proven ability to manage resources efficiently and maintain high service standards.

Key Skills

- Food & Non-Food Planning
- Food Inspection & Quality Assurance
- Team Leadership & Site Supervision
- Hygiene & Safety Compliance
- Inventory & Wastage Management
- Attendance & Time Management
- Petty Cash & Reporting
- Effective Communication & Coordination

Professional Experience

Site Manager - Food Service Operations

(Organization not specified)

Dates: [Insert dates]

Key Responsibilities:

- Prepared weekly menus considering taste, nutrition, and cost.
- Managed timely placement of non-food material orders and ensured buffer stock.
- Submitted weekly output and wastage reports.
- Maintained records of petty cash, sales, consumption, and handovers.
- Inspected food for quality and hygiene daily.
- Supervised staff grooming and site hygiene standards.
- Conducted weekly pest control and ensured cleanliness.
- Maintained punctuality and reduced absenteeism.
- Shared daily display counter images and ensured accurate menu displays.
- Handled delays in food delivery and informed clients accordingly.

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- Controlled overheads and managed staff duties efficiently.
- Personally filled in for absent employees to ensure seamless operations.

Declaration

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