

# MD NAIMUL HOQUE

Sr. Supervisor–Food & Beverage Service

A highly motivated and experienced **Food & Beverage Service Supervisor** with more than 10 years of proven track record in the hospitality field. Possesses excellent interpersonal, organizational and communication skills to ensure the smooth running of all food and beverage operations.

## Experience

5<sup>th</sup> January-2018–Current

**Sr. Supervisor** • Food & Beverage Service • White Hall Buffet & Convention Centre (An exclusive Fine Dining Multi-Cuisine Buffet Restaurant) in Dhaka-Bangladesh.

- Supervised and directed all aspects of the Restaurant, lobby bar, banquets and room service.
- Assigned, directed, supervised and trained the staff in the proper methods of food & beverage service.
- Oversaw cleaning and safeguarding of equipment and facilities.
- Inspected dining rooms to ensure all quality and service standards were met.
- Assisted in competitive pricing and menu changes in restaurant, room service and lobby bar.
- Conducted all weekly and monthly inventories and completed all accompanying paperwork.
- Oversaw upcoming events, parties, banquets, promotions and league start-ups.
- Interviewed, trained and reviewed all restaurant, snack bar and kitchen employees.
- Oversaw daily routines in restaurant and bar to ensure quality and service met established specifications.

## Education

- **2011**
  - Graduated Bachelor of Social Science.
  - National University of Bangladesh.
- **2008**
  - National Certificate Course (**NCC**) Food & Beverage Service.
  - National Hotel & Tourism Training Institute (NHTTI) of Bangladesh PARJATAN Corporation under National Tourism Board of Bangladesh.

## Hobbies

Travel, Sports, Music, Exercise, Reading Book, Charity Activities & Cooking New Recipes etc.

## Contact

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## Skills

Customer Service  
Food Preparation  
Communication Skills  
Food Safety Experience  
MS Office  
Cashier  
Cooking  
English Speaking  
Scheduling  
Manufacturing Sanitation  
Catering  
Banquet Operation  
Menu Development  
Fine Dining  
F & B Service Operations.

## Language

Bengali first Language

English



Japanese



Turkish



Hindi

