

**CURRICULUM VITAE**

**Anvarkhon Vakhobov**

**Date of Birth:** 19/06/1994

**Age / Height / Weight:** 28 / 175/ 72

**Place of birth**: Uzbekistan, Fergana City

**Citizenship**: Uzbekistan

**Nationality/Gender**: Uzbekistan/Male

**Passport ID**: AA 6025701 Date of expiry:30.06.2024

**Marital Status**: Single

**Current Home Address:** Tashkent, Uzbekistan

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**CORE COMPETENCIES AND SKILLS SUMMARY:**

* 3+ years of experience in providing customer and personal services
* Ability to adapt quickly to challenges and changing environments, Hardworking, responsible, extremely organized, ability to work in team, attention to detail.
* A passionate and customer oriented professional with excellent communication skills
* Good interpersonal skills and the ability to juggle several tasks while meeting deadlines, ability to work under pressure.
* Having a professional manner with an emphasis on hospitality and guest service. Expertise in anticipating and responding to guest needs
* An impressive track record of client satisfaction with friendly and courteous image to guests
* Excellent knowledge in giving the excellent service during the stay of a customer. Ability to think independently and quickly resolve problems.
* Capability to maintain helpful environment in work area.
* Proven ability to communicate with kitchen staff, provide orders to customers, collect cash, and maintain proper accountability for orders and funds.
* Dedicated and meticulous – high level of accurateness and attention to detail

**ACADEMIC QUALIFICATIONS:**

September 2010-May 2013

Qurulish Kasb-Hunar College in Margilan city under Fergana Politechnical Institute, Fergana, Uzbekistan

**WORK EXPERIENCE:**

# **Waiter**

# **November 2020 till now**

**5-star Miran International hotel, Tashkent, Uzbekistan**

# **restaurant**

# **Key functions and duties**:

* Greeting guests and taking orders. Giving high level service to the guest.
* Providing information about the restaurant. Checking all the table setup.
* Checking all food before serving to the guest. Communicating with the guest regarding the quality of food and service. Guest complains handling. Dealing with customer concerns and complaints in an effective way.
* Take orders from patrons for food or beverages. Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Assisting with training of new staff. Ensure thorough effective supervision of all Food and Beverage services.
* Flexible and extend job duties to carry out any other reasonable duties and responsibilities as assigned by the Restaurant Manager if required, meeting business demands and guest needs.
* Assist in the building of an efficient team of employees by taking an active involvement in their welfare, safety, training and development.
* Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Explain how various menu items are prepared, describing ingredients and cooking methods
* Prepare tables for meals, including setting up items such as linens, silverware, and glassware.
* Perform food preparation duties such as preparing salads, appetizers, and cold dishes, portioning desserts, and brewing coffee.
* Stock service areas with supplies such as coffee, food, tableware, and linens.
* Informed customers of daily specials.
* Presented menus to patrons and answered questions about menu items, made recommendations upon request.

**Room service**

# **April 2019-February 2020**

# **4 star Club Hotel 777 , Fergana, Uzbekistan**

# **Key functions and duties:**

* Greet and welcome guests
* Recommend wines and other drinks to customers.
* Write customers’ orders and conveyed to kitchen staff.
* Take orders from customers and served food, drinks and deserts.
* Serve specialty dishes to customers at tables as required.
* Serve meals to guests in their rooms.
* Carry silverware, linen, and food on tray or uses cart.
* Set up table and serves food from cart.
* Perform food preparation duties such as preparing salads, appetizers, and cold dishes, portioning desserts.
* Prepare hot, cold, and mixed drinks for patrons, and chill bottles of wine.
* Remove dishes and glasses from tables or counters, take them to kitchen for cleaning.

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# **Waiter**

# **March 2018 - April 2019**

# **4 star Asia hotel*,* Fergana Uzbekistan**

# **Key functions and duties:**

* Greeting guests and taking orders. Giving high level service to the guest.
* Providing information about the restaurant. Checking all the table setup.
* Checking all food before serving to the guest. Communicating with the guest regarding the quality of food and service. Guest complains handling. Dealing with customer concerns and complaints in an effective way.
* Take orders from patrons for food or beverages. Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Assisting with training of new staff. Ensure thorough effective supervision of all Food and Beverage services.
* Flexible and extend job duties to carry out any other reasonable duties and responsibilities as assigned by the Restaurant Manager if required, meeting business demands and guest needs.
* Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Explain how various menu items are prepared, describing ingredients and cooking methods.
* Prepare tables for meals, including setting up items such as linens, silverware, and glassware.
* Stock service areas with supplies such as coffee, food, tableware, and linens.
* Informed customers of daily specials.
* Presented menus to patrons and answered questions about menu items, made recommendations upon request.
* Brought wine selections to tables with appropriate glasses, and poured the wines for customers.

**LANGUAGES:**

* Uzbek -native
* Russian -fluent
* English -Good
* Turkish-Good

**HOBBIES:** Sport (football, swimming), traveling, active participation in social life. I am interested in tourism, reading books, watching movies, learning foreign languages.

**PHYSICAL TRAINING**: Lead healthy life-style.

**REFERENCE:**Available upon request