



# Harshwardhan Gosavi

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## PERSONAL INFORMATION

Nationality : Indian  
Date of Birth : 15-03-2000  
Marital Status: Single  
Gender : Male  
Visa Status : Visit Visa

## PASSPORT INFORMATION

Passport No. : T4634551  
Date of Issue : 08-03-2019  
Date of Expiry: 07-03-2029

## EDUCATION

- Diploma in Hotel Management and Catering Technology.

## LANGUAGES

- English
- Hindi

## TRAINING

- Basic food hygiene

## OBJECTIVE

An enthusiastic staff with experiences of working in a busy environment, providing excellent customers, services attentively at all times with a willing and helpful manner. I am always approachable, cheerful and possessing good observation skills as well as the ability to work alone or as part of a team.

## PERSONAL SKILL

- Customer service oriented.
- Coordinated and multitasking.
- Tolerant and patient.
- Memorization.
- Mathematically inclined.
- Smart clean appearance and awareness of high Standard of profession hygiene
- Excellent communication skills
- Available to work day and night.

## WORK EXPERIENCE

- ♥ Successfully completed Industrial training in all four department from **Deevana Plaza Hotel**, Phuket, Thailand. From 04 July 2019 to 23 November 2019.
- ♥ Successfully completed work in food and beverage department from **Sula Vineyards Pvt Ltd**, Nashik, India. From 03 January 2020 to 14 April 2021.

## Responsibilities

- Providing a warm welcome for customers with smile .
- Present menu and describe the various items to guest as required.
- Prepare table by setting up linens, silverware and glasses.
- Offer menu recommendations upon request.
- Take accurate food and drinks orders, using orders slips or by memorization.
- Communicate order details to kitchen staff.
- Serve food and drink orders.
- Arrange table settings and maintain a tidy dining area.
- Deliver checks and collect bill payments
- Carry dirty plates, glasses and silverware to kitchen for cleaning.
- Solving guest complaints in a professional manner

## DECLARATION

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Harshwardhan Gosavi