 **CURRICULUM VITAE**

**Babasaheb Kore**

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**CAREER OBJECTIVES:**

Looking forward to work in a challenging position where I could utilize my experience and skills to rise to management level in the hotel business where excellent communication skills and attention to detail will help me get successful and also get more experience.

**SUMMARY OF THE SKILLS:**

* Punctual & dedicated person
* Co-operative , Effective and flexible
* Quick to gain knowledge through experience and by studying
* Hard working and self motivated and result oriented
* Able to work smoothly under pressure
* Ability to work as an effective team player
Good interpersonal and communication skills
* Well groomed
* Attentive
* Extremely agile as the job demands speed and efficiency in its execution

**WORK EXPERIENCE:**

**Somewhere Hotel - Al Ahsa, Saudi Arabia 2015 June to Dec 2016**

* Welcoming guests
* Opening the front door for guests
* Assisting to guest to reception
* Checking all arrivals and departures
* Checking Logbooks and updating tasks for the day
* Receiving telephone calls that come to the front desk
* Giving all information about Dubai and UAE to the guests
* Executing exquisitely Lobby operation and check –in, check-Out operation
* Respond to bell calls from guests either from the rooms or from where they are e.g. at the door
* Using word, power point, excel and email and more
* Delivery of letters, parcels and distribution of newspapers to all offices
* Doing the checking & check –out assisting to luggage
* Booking Desert safari, City Tour, Dining , fishing, Dhow Cruise etc for the guests
* Loading and unloading luggage from the vehicles that the guests either come in with or are leaving in.
* Arranging the transportation for guests pick-ups& drop offs
* Using word, power point, excel and email and more
* Assisting to wake guests up when they require a wakeup call by making call at the appropriate time
* Delivery of letters, parcels and distribution of newspapers to all offices

 rooms

* Confirming the flights, Air Ticket booking.

**Habtoor Grand Resort & Spa, Jumeirah Beach Five star hotel Dubai 2008 to 2014**

* Worked as a Bellboy for 6 years from 2008 Dec to 2014 May
* Welcoming guests
* Opening the front door for guests
* Assisting to guest to reception
* Checking all arrivals and departures
* Checking Logbooks and updating tasks for the day
* Receiving telephone calls that come to the front desk
* Giving all information about Dubai and UAE to the guests
* Executing exquisitely Lobby operation and check –in, check-Out operation
* Respond to bell calls from guests either from the rooms or from where they are e.g. at the door
* Using word, power point, excel and email and more
* Delivery of letters, parcels and distribution of newspapers to all offices
* Doing the checking & check –out assisting to luggage
* Booking Desert safari, City Tour, Dining , fishing, Dhow Cruise etc for the guests
* Loading and unloading luggage from the vehicles that the guests either come in with or are leaving in.
* Arranging the transportation for guests pick-ups& drop offs
* Using word, power point, excel and email and more
* Assisting to wake guests up when they require a wakeup call by making call at the appropriate time
* Delivery of letters, parcels and distribution of newspapers to all offices

 rooms

* Confirming the flights, Air Ticket booking.

**Crown Plaza –Sheikh Zayed Road:Dubai**

* Worked as a Bellboy for 3 years from 2005 Dec to 2008 Nov
* Welcoming guests
* Opening the front door for guests
* Assisting to guest to reception
* Checking all arrivals and departures
* Checking Logbooks and updating tasks for the day
* Receiving telephone calls that come to the front desk
* Giving all information about Dubai and UAE to the guests
* Executing exquisitely Lobby operation and check –in, check-Out operation
* Respond to bell calls from guests either from the rooms or from where they are e.g. at the door
* Using word, power point, excel and email and more
* Delivery of letters, parcels and distribution of newspapers room and all offices
* Doing the checking & check –out assisting to luggage
* Booking Desert safari, City Tour, Dining , fishing, Dhow Cruise etc for the guests
* Loading and unloading luggage from the vehicles that the guests either come in with or are leaving in.
* Arranging the transportation for guests pickups& drop offs
* Using word, power point, excel and email and more
* Assisting to wake guests up when they require a wakeup call by making call at the appropriate time
* Delivery of letters, parcels and distribution of newspapers to all offices
* Confirming the flights, Air Ticket booking

**Hotel Taj Mahal-Mumbai, India :**

Worked as a Waiter F&B Department for 3years from 2003 to 2005-

**ACADEMIC QUALIFICATION:**

H.S.C. Passed.

Basic Computer Knowledge

**Passport Details:**

Passport Number- Z2087061

Place of Issue- Dubai

Date of Issue- 29/09/2011

Expiry date- 28/09/2021

**Language:**

English, Marathi and Hindi

**TRAINING:**

* Customer Care Training part 1 & 2
* Hygiene Training
* Telephone Etiquette Training
* Fire Prevention Training

**PERSONAL DETAILS:**

* Nationality- Indian
* Date of Birth- 25th Feb 1984
* Place of Birth- Toramba MS India
* Marital Status- Married
* Sex- Male

**REFERENCES:**

Available upon request.