

RESUME

Lashkari Aadil Khan

Operation Manager, Hyd, India

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Career Objective

Seeking a secure and responsible career opportunity to fulfil and utilize my knowledge and skills, while making a significant contribution to the success of the company.

Professional Experience

1. March 2017 to July 2019 : **iFoods and Beverages, Hyderabad.**
Role : **Operation Manager**

Responsibilities:

- Supervisory control of the product from procurement to product delivery.
- Taking care of the billing and arrangement of the logistic with the respective clients, in order for smooth delivery execution.
- Maintaining the Stock Inventory and the demands as per the client requirements.
- Maintenance & Supervision of the product and the staff management.
- Carrying out the Monthly reports of the sell & demand and also supply management.

2. Sept. 2012 to Dec 2013 : **Sodexo, Noida.**
Role : **Asst. Facility Management**

Responsibilities:

- **House Keeping:** Supervising & maintaining the Premises to provide better, clean & hygiene atmosphere of working and residing area of the client.
- **Pantry Services:** Supervising & maintaining the kitchen equipment's in order to ensure healthy food for customers and the staff.
- **Help Desk:** Co-ordinate with all departments to ensure smooth functioning.
- **Waste Management:** Supervising and taking care of timely collection, Segregation and effective disposal of the waste.
- **Pest Control:** Carrying out Weekly inspection to ensure insect free premises.
- **Compliance Check:** Carrying out the compliance status check with all staff to maintain the compliance policy.

Skills

- Oral & Written Communication
- Professionalism and Strong Work Ethics
- Team Work and Collaboration
- Critical Thinking and Problem Solving
- Leadership

Hobbies & Interest's

- Reading
- Politics & Current Affairs
- Stock Market
- Travelling

Qualification

- PG Diploma in Facility Management from INLEAD (Indian Institute of Learning & Advance Development), Hero Honda Chowk, Sector 17, Gurgaon, India, May 2012.
- Bachelor in Hotel Management from Pioneer Institute of Hotel Management, Ramnagar, Secunderabad, India, May 2011.
- Intermediate Examination (10+2) from SMU, Maharashtra State Board of Secondary and Higher Secondary Education, Pune, India, March 2008.
- Secondary School Certificate (10th) from VVHS, Maharashtra State Board of Secondary and Higher Secondary Education, Pune, India, March 2006.

Computer Skills:

Operating Systems : Windows XP/Windows7/Windows 10
Packages/Tools : MS Office

Personal Profile:

Father's Name : Mohammed Shujat Ali Khan
Date of Birth : 10-05-1991
Nationality : Indian
Marital Status : Married
Languages : English, Hindi, Marathi and Urdu.
Address : Crescent Villa Colony, Dargah Road, Kismatpura, Hyd-500086.