

Ms. Samar Rao

Educational Qualifications

Qualification	Awarding Body	Institution
BSc in Hospitality and Hotel Adminstration	NCHMCT	IHM Chennai
12th	HSC	S.N.D.T. College
10th	ICSE	St. Peter's School

Job Experience

Hotel Operation Trainee		
February, 2021	Present	Taj Resort and Convention Centre, Goa.
Internship		
December, 2018	March, 2019	Trident Bandra Kurla Complex, Mumbai.

Roles and Responsibilities
Roles and Responsibilities at Taj Resort and Convention Centre, Goa. Hotel Operation Trainee :- - Handled Breakfast Operations. - Worked as Counter Chef. - Making Rosters for IT's. - Allocation of IT's to sections. - Responsible for daily receiving of daily provisions, dairy products, vegetables and fruits. - Worked in various sections of the kitchen. - Specialising in Indian cuisine and help in planning of daily operations. Ancillary Phase – Food and Beverage Service:- - Trained as a Hostess at the All Day Dining. - Helped in handling sections. - Trained as an Order-taker at In-Room Dining. - Learnt to punch and settle bills at IRD. - Training in Procurement and Kitchen Stewarding Team. Trident Bandra Kurla Complex, Mumbai Industrial Trainee:- Trained in all the major departments. Food Production:- - Trained in the Western kitchen, Butchery, Pantry and Bakery and Pastry. - Trained at the Club Lounge kitchen. - Worked on various Live counters for Breakfast Operations. - Trained at Maya- Indian Speciality Restaurant. Front Office :- - Trained as a Receptionist at the Spa. - Worked at Sandouk-boutique store.

- Guest welcoming at the Reception.

Housekeeping:-

- Morning Service.
- Turn-down service in the evening.
- Catering to Guest Requests.
- Set-ups for Special Occasions.

Food and Beverage Service:-

- Helped in Morning Breakfast Operations.
- Trained at In-Room Dining and learnt the set-ups.
- Learnt Basic Etiquettes of an Order-taker.

Personal Information

Nationality	Indian	Marital Status	Single
Mobile	9987450907	Blood Group	O+
Email	samarprao@gmail.com	Languages Known	English, Hindi and Gujarati
Permanent Address	Porbandar Apt, 3 rd Flr, Flt no. 12, Mazagaon, Mumbai-400010.		