

RAJESH BASNET

Dubai, U.A.E

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OBJECTIVE An ambitious and dedicated team player with clarity in thought with an ambition in life to reach the heights in the field I am working for, which prerequisites would be, honesty, hardworking and determination to succeed in any field by being a team player and quick learner with positive thinking. I mostly excel in developing and implementing innovative strategies that streamline processes, reduce costs, and enhance operational efficiency.

PROFESSIONAL SYNOPSIS

- ❖ I acquired an experience of 4 years in Sales, Warehouse, inventory and 3+ years in Kitchen Helper, Waiter/Cashier.
- ❖ Assist chefs and cooks in food preparation, including chopping, peeling, and washing ingredients.
- ❖ Maintain cleanliness and organization of the kitchen, including washing dishes, sanitizing surfaces, and disposing of waste
- ❖ Greet and seat customers, providing menus and answering any initial questions.
- ❖ Take accurate food and beverage orders and relay them to the kitchen and bar staff.
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7+ YEARS OF EXPERIENCE HISTORY

- **WAREHOUSE HELPER – LANDMARK GROUP, U.A.E - (2 YEARS)**
- **SALESMAN – AL HABARI SUPERMARKET, QATAR (2 YEARS)**
- **WAITER/KITCHEN HELPER – CHAOTIAN HOT-POT RESTAURANT. U.A.E (2023 - PRESENT).**

KEY ACCOUNTABILITIES

- ❖ Ensure timely and efficient preparation of ingredients to support kitchen operations.
- ❖ Maintain a clean, sanitized, and organized kitchen environment at all times.
- ❖ Properly store food items and ingredients to prevent waste and ensure freshness.
- ❖ Assist in inventory management by monitoring stock levels and reporting shortages.
- ❖ Provide exceptional customer service by greeting guests, taking orders, and addressing inquiries.
- ❖ Ensure accurate and timely delivery of food and beverages to customers.
- ❖ Handle customer complaints professionally and resolve issues to maintain satisfaction.
- ❖ Maintain a clean and welcoming dining area, including setting and clearing tables.
- ❖ Supervise and coordinate the activities of kitchen and wait staff to ensure seamless operations.

- ❖ Monitor and manage inventory levels, placing orders for supplies and ingredients as needed.
- ❖ Ensure compliance with health, safety, and sanitation regulations across all areas of the restaurant.
- ❖ Train and mentor new staff members on restaurant policies, procedures, and customer service standards.

EDUCATIONAL DETAILS

- HSEB Passed

TECHNICAL SKILLS

- MS-Word, MS Excel, MS outlook, Gmail & Emails (P.G Diploma in computer application)

COMPETENCIES

- ❖ Strong organizational and multitasking abilities.
- ❖ Excellent communication and interpersonal skills.
- ❖ Knowledge of food safety and hygiene standards.
- ❖ Ability to work under pressure in a fast-paced environment.
- ❖ Leadership and team management skills.
- ❖ Attention to detail and a commitment to quality service.
- ❖ Problem-solving and conflict resolution skills.
- ❖ Flexibility to work various shifts, including weekends and holidays.

TRAININGS

- ✓ Basic Food and Hygiene (DUBAI MUNICIPALITY)

PERSONAL DETAILS

- Nationality : Nepali
- Marital Status : Married
- Languages : English, Hindi, Nepali, Arabic & Chinese

DECLARATION -: I hereby declare that all the information furnished above is true to the best of my belief.

- **Rajesh Basnet**