

RAVEER VERMA

WZ-19, 3rd Floor,
Shivaji Marg, Nangli Jalib ,
Janakpuri East, New Delhi-110058

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Objective:

Leveraging 14 years' experience in the service sector, encompassing operations management, client interaction, manpower development and training attain suitable assignments in Facility management.

Professional Experience

Jan-16 to till date

Employer Klarke Management Facility Pvt. Ltd

Position AM - Housekeeping

Reporting to MD & Zone Manager

- Successfully managed up to 9 Cinemas with 20 Retail Store.
- Professionally supervised up to 500 associates and field officer within multiple locations at any point in time.
- Responsible for developing, Training and maintaining employees for improvement and to promote company objectives.
- Managed staffing: Hired, trained, and evaluated personnel, including promoting, coaching and terminating workers when appropriate.
- Maintained quality team performance through coaching, training, and development of customer service training programs to ensure no opportunity is left behind.
- Consistently excelled in daily operations, which included, daily audits of all facilities, reconciling daily cash receipts, and scheduling staff.
- Conducted active inspections of facilities to validate appropriate levels of service, facility maintenance, and suggested functional and physical improvements.
- Established and maintained effective and appropriate relationships with public officials and departments.

September-11 to Dec-15

Employer Innox Leisure Ltd.

Position Asst. Manager Housekeeping

Reporting to GM & AVP Housekeeping

April 08 – September 11

Employer PVR Ltd, New Delhi

Position Executive Housekeeping

Reporting to Cinema Manager & EHK

April 07 – April 08

Employer the Taj Mahal Hotel New Delhi

Position Housekeeping Supervisor

Reporting To Deputy Facility Manager & Project Executive

April 06 to April 07

Employer The Sager Residency, New Delhi

Position Housekeeping Supervisor

Reporting To General Manager

The Property: The only luxury guest house in New Delhi having 35 Rooms & 4 suites Spreading.

Professional Training:

- 24 weeks of Industrial training major four departments in Hotel The landmark Kanpur

Achievements

- Opening & Setting up the Housekeeping operations of multiplex (PVR Magneto Raipur).
- Opening & Setting up the Housekeeping operations of multiplex (PVR Ambiance Gurgaon).

- Appreciated letter of honesty and integrity.

Professional Qualification:

- Three Year **Diploma in Hotel Management and catering technology** from JP Institute of Hotel Management & catering technology Meerut (2003 – 2006)

Personal Details

Father Name : **Mr. Prabhu Nath Verma**

Date of Birth : 01st Jan. 1978

Permanent Address : 9/3 PWD Colony Doorbhash Nagar,
Rae Bareli - 229010 Utter Pradesh

Date:-**RAVEER VERMA**