



VIPIN THULASI JAYA

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Kerala, India

PROFESSIONAL SUMMARY

Having seven years of experience as F&B industry, management culture and knowledge, I have developed the skills necessary to become an immediate and valuable asset to your company. Possessing excellent man management skills, I am able to direct manage and supervise all planning and scheduling activities. I can spot issues and opportunities before others, and have extensive knowledge of key issues like stock management, cost control and effective labor scheduling. Apart from having the personality needed to lead, coach, develop and motivate teams, I also have the ability to influence the behaviors of others to achieve goals and get things done. I am looking for a suitable position with an ambitious firm.

EDUCATION

MS UNIVERSITY – TAMILNADU

Tamil Nadu

Master of Business Administration (MBA)

April 2011 – April 2013

- ❖ Specialized in Financial Management and Marketing.

KERALA UNIVERSITY – KEALA

Kerala

Bachelor of Commerce (B.com)

June 2009 – March 2011

- ❖ Specialized in Cooperative Low Management

EXPERIENCE

AMERICANA QUALITY – KUWAIT

Kuwait

Store Manager (RGM)

May 2017 – Jan 2022

Responsible for assisting in managing the day-to-day operation of the store and for putting together a team of great people who are committed to creating a welcoming environment for all customers.

UNIQUE VISION GENERAL TRADING – RIYADH, KSA

Riyadh, KSA

Cost controller

Sep 2014 – Dec 2016

Responsible for planning, organizing and managing all hotel cost for managing the F&B cost functions, and maintain standards of all responsible area.

SIVODAYA CBSE SCHOOL – TRIVANDRUM, KERALA.

Trivandrum, Kerala

Office Administrator

March 13 - Feb 14

Responsible for assisting the principal in the planning, organizing, coordination, administration and management of the assigned school activities and program including curriculum, instruction, assignment and student conducts and attendance. position assist with the supervision evaluation of assigned staffs.

PRAVEEN ASSOCIATES & CO. – TRIVANDRUM, KERALA.

Trivandrum,

Audit Associate

May 2009 – FEB 2011

Responsible for performing (audit service and compilations) in a wide variety of industries including hospitality, construction, retail, nonprofit technology and distribution also responsible for business analysis, preparation, and review of

accounting, as well as documentation of audit evidence. They also ensure minimum firm standards following government laws and prepare budgets for future operations.

RELEVANT SKILLS

- ❖ *Customer Relationship Management*
- ❖ *Operations and Financial Analysis*
- ❖ *Financial Account Analysis*
- ❖ *Corporate Development / Corporate Tax*
- ❖ *Internal Control and Audit*
- ❖ *Computerized Accounting*

IT SKILLS

- ❖ *Oracle back-office system*
- ❖ *Aloha back-office systems*
- ❖ *PMS management*
- ❖ *One clicks home delivery systems*
- ❖ *Crunch time inventory management system*
- ❖ *MS office*
- ❖ *Tally ERP*

CERTIFICATIONS

- ❖ Hotel management training completed from THE LEELA GROUP (ARAVIZ HOTEL), Trivandrum Kerala (2010)
- ❖ Management Project trainee certificate From Kerala Kaumudi News Paper, Trivandrum, Kerala (2012)
- ❖ Organizational Project Study Certificate from Travancore Cements Ltd. Kottayam, Kerala (2011)
- ❖ Certificate for business plan presentation (TIECOONS – 2K11) Jamal institute of management (JIM) Tiruchirappalli, south India.
- ❖ Financial Expert certificate from (TIECOONS – 2K11) Jamal institute of management (JIM) Tiruchirappalli, south India.
- ❖ AD_ZAP certificate from Udaya School of engineering, Kanyakumari, Tamil Nādu, south India.

OTHER DETAILS

- ✓ Date Of Birth: 27/02/1990
- ✓ Blood Group: O+ve
- ✓ Marital Status: Single
- ✓ Passport Number: L 7215601
- ✓ Nationality: Indian

DECLARATION

I hereby declare that all the above statements are true and correct to the best of my knowledge.

Date:

Place: Trivandrum

Vipin Thulasi Jaya