**CURRICULLUM VITAE**

**SAGAR VEMULAWADA**

Mobile Number: +971 52 3340235

Email : Sagarvemulavada23@gmail.com

Subject :- **Application for the post of Waiter**

**Career Objective**

I wish to attain a suitable position in an esteemed organization and wish to use all my constructive abilities and desirous to make my career by enhancing my quality of work as demand to achieve the desired result.

**Educational Qualification**

| **Institution** | **Award** |
| --- | --- |
| Satavahana University Karim Nagar , India  | Bachelor of Commerce(2012 to 2015)  |
| Master Jr. College  | Intermediate of Commerce(2010 to 2012)  |
| Board of High Secondary Education  | S.S.C (Secondary School Certificate)(2009 to 2010)  |

Computer Skills

Basic Computer ( MS Word , MS Excel , Internet and Email)

**Work Experience**

* **Position** :  Waiter
* **Period** :2016 to until now in Abu Dhabi , UAE
* **Company Name** : **Food Master Co.**

* **Position** :Waiter
* **Period** :2Years (2013 to 2015) in Karimnagar,India
* **Company Name** : **Swetha Restaurant**

**Duties and Responsibilities**

* Prepare hot, cold, and mixed drinks for patrons, and chill bottles of wine.
* Explain how various menu items are prepared, describing ingredients and cooking method.
* Check with customers to ensure that they are enjoying their meals and take action to correct any problems.

* Collect payments from customers.

* Write patrons' food orders slips, memorize, or enter orders into computers for transmittal to

kitchen staff.

* Take orders from patrons for food or beverages.

* Check patrons' identification to ensure that they meet minimum age requirement for

consumption of alcoholics beverages.

* Serve food or beverages to patrons, and prepare or serve specialty dished at tables.

* Present menus to patrons and answer questions about menu items, making

recommendations upon request.

* Clean tables or counters afters patrons have finished dining.

* Roll silverware, set up food stations or set up dining areas to prepare for the next shift .
* Inform customers of daily specials.

* Stock service areas with supplies such as coffee, food tableware, and linens.

**Activities**

* Have served for administrative and client relations
* Possess good communication abilities and convincing skills.
* Problem solving at different levels of departments Strong organizational and time management,
* Never involved in any dubious activities .I .e drug abuse, embezzlement, fraud and terrorism.
* My virtue is faith in god and services to others.
* Facilities control and Management
* The use of spreadsheets Power Point , and word Processing Software
* Very polite and helping nature,
* Good problem solving skills & Strong interpersonal
* Dynamic enthusiastic & creative individual
* Able to Work under pressure & meet Deadlines
* Self-confidence & friendly nature makes me to adjust easily with different people and situation.

**Personal Details**

* Nationality : Indian
* Gender : Male
* Height : 5.6
* Date of birth : 20-06-1993
* Religion : Hindu
* Marital Status : Unmarried
* Visa Status : Employment (Expiry Date April 6 2018 Transferable )
* Passport No : M5101525
* Date of Issue : 02-01-2015
* Date of Expiry : 01-01-2025
* Language : English, Hindi and Telugu

**Declaration:**

I hereby declare that the above given information is true, correct and complete to the best of my knowledge and belief.

 **SAGAR VEMULAWADA**