



To seek and maintain a full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

Gulzar Hussain

Hotel Management

Contact

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Skills

- Staff Management

- Excellent

- Project Management

- Very Good

- Coaching and mentoring

- Very Good

- Policies and procedures

- Very Good

Languages

- English
- Hindi
- Urdu

Work History

2020-12 Current	Manager <i>Ladakh Bhawan New Delhi, New Delhi, Delhi</i> <ul style="list-style-type: none"> • Developed and maintained relationships with customers and suppliers through account development. • Prepared and recommended long-range plans for development of department personnel. • Conducted monthly inventories of raw materials and components on work floor.
2018-02 2020-03	Front Office Manager <i>Hotel Jan Place , Kargil, UT-Ladakh</i> <ul style="list-style-type: none"> • Managed files and records for clients and adhered to safety procedures to prevent breaches and data misuse. • Supervised and guided new employees and responded quickly to questions to improve understanding of job responsibilities. • Monitored front areas so that questions could be promptly addressed.
2016-10 2017-12	Front Office Associate <i>THE SKYABU INN , UT Ladakh</i> <ul style="list-style-type: none"> • Answered Central telephone system and directed calls accordingly. • Confirmed Appointments, communicated with Client's and update client records • Resolve Customer problems and complaints.
2014-11 2015-04	Industrial Trainee <i>Mahugun Sarovar Portico, Delhi NCR, Delhi</i> <ul style="list-style-type: none"> • Worked closely with industrial professionals to expand upon acquired training with practical knowledge

Education

2013-05 2016-08	Hotel Management Dr.A.P.J Abdul Kalam Technical University Lucknow H.R.I.T Ghaziabad Collage
2010-03 2012-01	12th Jk Bose - Kargil Ladakh
2008-03 2010-06	10th Jk Bose - Kargil Ladakh

Certifications

	[Google digital garage]
	CM - Certified Manager Certification
	National certificate