|  |  |  |  |
| --- | --- | --- | --- |
|  | MPISHI HODARI SANA RESUMEP. O. BOX XXXXX, 12345 N003400 NgomongoTel: Office: 254-(020) 123456 Mobile: 254-(0722)-654321  |  | **PHOTO** |

**BIO DATA:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date of** **Birth** | **Year** | **Month** | **Date** | **Age**  | **Sex** | **Nationality** |
| 1994 | May | 12 | 27 | F | Kenyan |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PASSPORT NO** | 987643 |  | **POSTAL ADDRESS** | **RESIDENTIAL ADDRESS** |
| **ISSUE DATE** | 20.07.2020 | P. O. Box 12345003400 NgomongoNairobi, Kenya | Plot No 123,Ngomongo East Nairobi, Kenya |
| **EXPIRY DATE** | 19.07.2025 |
|  |  |

**PROFESSIONAL CAREER HISTORY**

|  |  |  |
| --- | --- | --- |
| Dates | **Organization, Position, Responsibilities** | **Reasons for Leaving** |
| Apr 2016 – Mar 2017  | **Olegood Hotels, Ole hotel, Kisumu, Kenya, a 4\* hotel**Chef de PartieResponsible for coordinating the kitchen brigades in the specialty restaurant kitchen. | Promotion |
| Apr 2017 – Mar 2019  | **Olegood Hotels, Good Hotel, Nairobi, Kenya a 4\* hotel**Sous Chef.Assisting the Executive Chef in management of all the three kitchens in the hotel | More challenging job offer |
| Apr 2017 – Mar 2019  | **Vutia Hotels, Dar -es Salaam, Tanzania a 4\* hotel**Executive Sous Chef.Alternate to the Executive Chef in management of all the four kitchens in the hotel. | More challenging assignment and international experience. |

**PROFESSIONAL TRAINING**

|  |  |  |
| --- | --- | --- |
| Dates | **Institutions & Course** | **Qualification Awarded** |
| May 2015Mar 2016 | **Les Roches College of Hotel Management**Crans Montana, SwitzerlandBSc in Hotel Management  | Sc Degree Hotel Management |
| May 2010 – Mar 2014 | **International hotel & tourism institute**Nairobi, KenyaInternational culinary arts | Higher National Diploma in Culinary Arts |

**GENERAL EDUCATION**

|  |  |  |
| --- | --- | --- |
| Dates | **Institutions & Course** | **Qualification Awarded** |
| Jan – 2007Dec 2009 | **Shule Bora Secondary School,**Naivasha, KenyaAdvanced Level Studies | “A” Level Certificate,Grade A |
| Jan – 2006Dec 2004 | **Mafunzo Masuri School**Kilifi, Kenya“O” Level studies | KCSE,Grade A+ |
| Jan – 2004Dec 2002 | **TabuTabu Secondary School**Mombasa | None |

**MEMBERSHIPS IN PROFESSIONAL BODIES:**

|  |  |  |
| --- | --- | --- |
| **YEAR JOINED** | **MEMBERSHIP****CATEGORY** | **organization** |
| 2018 | Member | Hotel Hotel & Catering International Management Association |
| 2017 | Member: | International Hotel & Restaurant Association  |

**SPECIAL PROJECTS**

|  |  |
| --- | --- |
| Dates | **Project** |
| Apr – Sep 2018  | **Project Leader**: Survey On Comparative Study of Food Cost and Purchasing Systems In Nairobi Hotels. |
| Jan – Dec 2019 | **Member:** Project for Propagation of Kenyan Recipes and Menus in first class hotels |

**COMPUTER SKILLS**

Competent in **Microsoft Office** Packages: “word”, “excel” and “power-point”.

**LANGUAGES**

|  |  |  |
| --- | --- | --- |
| **LANGUAGE** | **SPOKEN** | **WRITTEN** |
| English  | Fluent | Fluent  |
| **French** | Medium | Medium |
| **Swahili** | Fluent | Fluent |

**NOTABLE ACHIEVEMENTS**

Re-engineered the menus for Olegood hotels resulting in 15% increase in revenues and 8% reduction in food cost.

Successfully introduced a Tanzanian menu in 2020 inVutia Hotels, Dar -es Salaam, Tanzania, resulting in the hotel getting the Tanzania Tourist Board Award tor the most innovative hotel

**REFEREES**

|  |  |  |
| --- | --- | --- |
| Mrs. Msema KweliGeneral ManagerVutia Hotels, P.O. Box 2222 Dar -es Salaam, TanzaniaEmail: msema@msema.comTel+255 098 765 | Mr. Raha ChekaManaging DirectorOlegood Hotels,P. O. Box 98765 Nairobi, KenyaEmail : raha@cheka.net Tel : +254 567 890 | Mr. Mkali SanaPrincipal,IhtiP. O. Box 12345, Nairobi,KenyaEmail : raha@cheka.com Tel : +254 567 890 |

Mpishi Bora Sana

**May 2021**