

BERNARD MENEZES

Present Address: Flat No. 0001, Building No.: 0202,

Road: 0807, Block: 0308, Gudaibiya, Bahrain.

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OBJECTIVE

To obtain a job position with a well maintained restaurant that makes best use of my Food & Beverage management and customer service skills.

PROFESSIONAL SUMMARY

Professional Food & Beverage (F&B) steward with 10+ years of experience and over 8+ years of experience in Bahrain in F&B industry.

WORK EXPERIENCE

- ✓ Presently working at **Villa Mama's** (Bahrain) as a **F&B Barista** from June 2014 to till date
 - Preparing coffees / fresh juices/mocktails as per orders placed by customers.
 - Conducting a regular inventory check on stocks and procuring the stocks from the vendors.
- ✓ Worked at **Café Italia** restaurant (Bahrain) as a **Bartender** from March 2012 to June 2014
 - Attended to orders of Cocktail & Mocktail shooters as per customer preference.
 - Prepared *mise en place* for orders of various Juices and Mocktails.
- ✓ Worked at **Sodexo Company** (ONGC Platform) as a **Camp Boss** from June 2011 to November 2011
 - Maintained the routine affairs on the platform for all the Administrative work.
 - Delegated jobs to workers within the team.
 - Maintained the records of all the administrative work.
- ✓ Worked at **Ramee Guestline Hotel** (Mumbai, India) as a **Captain** from July 2010 to June 2011
 - Planned and coordinated with the management about the banquet functions.
 - Tracked the stocks of food and beverage and briefed the staff on their assigned jobs.
 - Handled grievances of customers and resolved their issue.
- ✓ Worked at **Bombay Gymkhana Club** (Mumbai, India) as a **Captain** from August 2009 to July 2010
 - Handled and served orders to all club members.
 - Supervised and assigned work to individual team members to manage the orders.
- ✓ Worked at **Mister Baker** (Coffee Shop – Dubai) from April 2007 to July 2009
 - Handled the pantry for various confectioneries as per orders received at different outlets.
 - Maintained team coordination and completed the assigned orders.
- ✓ Worked at **Hotel Imperial Palace** (Mumbai, India) as a **Captain** from July 2006 to March 2006
 - Handled activities of a Captain of taking food order and escorting the guests.
 - Briefed the customers on the daily special menu and suggested special dishes.
- ✓ Worked at **Estern International** (Mumbai, India) as a **Waiter** from May 2005 to May 2006
- ✓ Worked at **Club Aquaria** as a **Bartender** (Mumbai, India) from October 2003 to March 2005
- ✓ Worked at **Silver- Coin Restaurant & Bar** (Mumbai, India) as a **Waiter** from June 2002 to June 2003

EDUCATIONAL & PROFESSIONAL QUALIFICATION

- ✓ Passed 10th grade through Delhi Board in the academic year 2000-2001
- ✓ Craftsmanship Course in Food & Beverage (F&B) Service from the Institute of Hotel Management Catering Technology & Applied Nutrition at Povorim (Goa)
- ✓ Food & Beverage apprenticeship training in Eastern International Hotel, Mumbai, India.
- ✓ Food and Safety Hygiene training in Mister Baker, Dubai (U.A.E)
- ✓ Essential Services training in Villa Mama's restaurant in Kingdom of Bahrain
- ✓ Hazard Analysis Critical Control Point (HACCP) in Kingdom of Bahrain.

COMPUTER SKILLS

Microsoft Office - Word, Excel, Power Point

KEY SKILLS

- Excellent Customer Service
- Reliable
- Speedy and Efficient
- Team coordinator
- Excellent communication skill
- Salesmanship
- Minute attention to details

PERSONAL INFORMATION

Date of Birth : September 01, 1984
Sex : Male
Marital status : Married
Nationality : Indian
Passport No : K 3687766

Date :
Place : Bahrain

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