**CURRICULUMVITAE**

B.VISHVANATHA REDDY

11-10-9O/11,ROAD NO,5

VIJAYAPURI COlONY ,KOTHAPET,

HYDERABAD-500035

CONTACT NUM: 8179163535

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**PERSONAL SUMMARY**

A energetic, talented and driven Hotel General Manager with a real position for delivery a first rate service to guests and maintaining excellent relationships with them to encourage repeat business, having a proven track record of running successful operations that nature and grow the business, cut costs whist at the same time maximizing profits.

 Looking to join a reputable and exciting Hotel group where i can progress quality and have the opportunity an enviable career profile.

**EDUCATION :**

Bachelor of Hotel Management (B.H.M) I.I.H.M, Hyderabad(Dr.Ambedkar University).

**PERSONAL PROFILE:**

Name : B.vishvanath reddy

Father Name : B.sanjeeva reddy

Date of Birth : 15/08/1975

Nationality : Indian

Gender : Male

Marital Status : Married

Languages known : English, Hindi, Telugu

**IT KNOWLEDGE**:

IDS,opera, MS Access, Excel ,power point and internet Browsing.

**Career History**:

**General Manager:**

**Hill View Resort (5\*) , Bangalore 27/11/2014—31/12/2023**

**Core Responsibilities:**

* Monitored all profit and loss statements of the resort and prepared

An annual budget for it.

* Ensured work as per the required standard operating procedure.
* Managing a team of heads of Department.
* Dealing with escalated guest com plaints.
* Managed and provided resolution for all media enquiries regarding resort.
* Setting sales targets for the staff and monitoring them to ensure that they are met.
* Administrated various billing retaliated issues and coordinated with accounting manager on same.
* Reviewed all invoices generated for major projects and assisted to resolve all issues.

**Food And Beverage Manager**:

**Country club India pvt Ltd(5\*), Hyderabad**: **08/03/2010—30/09/2014**

* Interact daily with hotel and dining guests to promote brand and accept feedback.
* Conduct Departmental Meeting preshift and prior to events to direct staff accordingly.
* Interviewed selected trained guided new food and beverage department staff.
* Maintaining various reports like usage of food cost ,sales report etc.
* Identify and estimate quantity of food, beverages and supplies to be order.
* Preparing the annual business plans and budget.
* Check the taste of the food ensures the recipes maintained.
* Handle the VIP parties appropriately
* Maintain communication with management staff hotel and corporate directors

**Assistant Food Beverage Manager:**

**Hotel President (5\*),Chennai: 10/09/2006—28/02/2010**

* Prepared Employee work schedule for staff.
* Supervised catering staff for superior service and presentation for all corporate or personal events.
* Check and plan the food festival.
* Developed service standards and tracking manuals for all food and beverage employees.
* Monitoring the Banquet operations.
* Implemented creative concept in concerned with executive chef and partners.

**Restaurant Manager :**

**Hotel Saptagiri(2\*),Hyderabad:** **05/02/1997—31/12/2005**

* Opens and close the restaurant.
* Conducts preshift meetings with staff.
* Gives recommendations on Menu and Specials of the day.
* Presented all special promotions and marketing plans according to company procedures.
* Control costs and expenditures to detailed analysis of appropriate purchasing and inventory.

**Date: (B.vishvanatha reddy)**

**Place:**