



Azeez Mohammed Mydeen

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Personal Statement

Highly motivated and experienced hotel supervisor with a strong track record in delivering exceptional guest experiences and optimizing operational efficiency. Seeking a challenging role where I can utilize my leadership skills, industry expertise, and commitment to excellence to contribute to a dynamic hotel team.

Professional Experience

Al Karam Hotel Apartments, Oman

Hotel Supervisor (Feb 2016 – Sep 2024)

- Supervised hotel operations, ensuring a comfortable, efficient, and secure environment for guests and staff.
- Oversaw housekeeping, ensuring apartments were cleaned and equipped properly.
- Managed guest check-ins, check-outs, and reservations, handling no-shows, extensions, and amendments.
- Created staff duty rosters and managed email correspondence.
- Maintained and analyzed online pricing strategies for OTA platforms (Booking.com & Agoda).
- Supervised front desk and housekeeping teams to ensure adherence to hotel policies and standards.

Hotel Sakithyan, Chennai

Senior Captain (Oct 2012 – July 2015)

- Managed shift closings, reconciling POS transactions and balancing cash/credit settlements.
- Ensured club areas remained clean and organized for smooth operations.
- Coordinated event activities and ensured adherence to club policies.
- Worked with management and staff to optimize club performance.

Trident Hotel, Chennai

Guest Service Associate (Nov 2009 – April 2012)

- Handled concierge desk operations, including check-in/out and guest relations.
 - Managed nightly hotel audits, ensuring accurate transactions and financial balancing.
 - Processed online transfers for daily credit card transactions.
 - Provided excellent customer service and resolved guest concerns effectively.
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Education

Annai Fathima College – Bachelor of Hotel Management & Catering Technology (2006 – 2009)

Anbunekitan Higher Secondary School – Higher Secondary Certificate (2004 – 2006)

Good Luck Matriculation School – SSLC Certificate (2003 – 2004)

Skills

- Hotel Marketing & Promotion (Email, Social Media, Tourism Agents)
 - Proficient in Microsoft Word & Excel
 - Financial Reporting (Monthly Statements, Tourism & Municipality Tax, Night Audits, Yearly Income Tax Filing)
 - Excellent Communication & Leadership Skills
 - Hotel Management Software (Otel Intelligent - Oman)
 - Building Maintenance Log Management
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Achievements & Awards

- Achieved a **25% increase in sales** through targeted social media advertising.
 - Implemented an online customer feedback system, leading to a **15% increase in guest satisfaction**.
 - Contributed to winning the **Best Hotel Accommodation Award (2020)** from the National Football Team of Oman.
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Languages

- **Tamil** – Fluent (Read, Write, Speak)
 - **English** – Fluent (Read, Write, Speak)
 - **Hindi, Kannada, Malayalam, Arabic** – Conversational
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Personal Details

- **Date of Birth:** 02 Feb 1988
 - **Marital Status:** Married
 - **Nationality:** Indian
 - **Passport No.:** V9132123
 - **Visa Status:** 2-Month Tourist
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References

Hamed Al Shuriqi – Managing Director, Al Karam Hotel Apartments
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Thank you for your time and consideration. I look forward to hearing from you.

Kind regards,

Azeez Mohammed Mydeen.
