



# Maya Limbu

Mankhool, Bur dubai (UAE)  
0565610245 | mayas1limbu@gmail.com

## OBJECTIVE

Being a self motivated candidate, successful working in high volume environment to meet challenging sales, service and quality objective. Highly effective to learn new portfolio quickly and dealing with all type of guest efficient and courteous towards all my betterment of the organization and i could use my passion to provide extra mile services to the guest at my workplace.

## EXPERIENCE

*22/08/2022 - 31/08/2023*

Zabardast modern Indian Bistro and Absolute Barbecue - Bur Dubai (Mankhool)

### WAITRESS

- Greet customers and hand out menus.
- meal and beverage orders from customers and place these orders in the kitchen.
- Make menu recommendations and inform patrons of any specials.
- Deliver meals and beverages to tables when they have been prepared.
- Check that customers are satisfied with their meal.
- Prepare the bill for tables when requested,
- Cash up bills and ensure that the correct amount has been paid.
- Administer change to tables if needed.

*06/03/2021 - 12/03/2022*

Hotel Blue Water, Pune Maharashtra - India

### HOSTESS

Handling the incoming phone call, take the reservation for restaurant, for private birthday and party, handling the private event and party with the team, upselling the event package, upselling for a la cart menu and alcohol also, handling the POS system, handling the guest request and complains.

- Greeting guests as they enter, and putting them on a waiting list as necessary.

## SKILLS

- Team Work • Dedicated • Multitasking • Attention to Details • Decision-making. • Hard-worker • Cleanliness: • Honest

20%

## LANGUAGES

- English:- Speaking , Reading , Writing •Nepali:- Fluency Speaking , Reading , writing •Hindi:- Fluency Speaking , Reading , Writing

## PERSONAL DETAILS

Date of Birth : 10/11/1997

Marital Status : Unmarried

Nationality : India

Religion : Hindu

Passport : U9146152

Gender : Female

- Providing guests with menus and answering any initial questions.
- Seating guests at tables or in waiting areas.
- Assigning guests to tables they prefer, while keeping table rotation in mind so that servers receive the right number of customers.
- A knowledge of the menu.
- Providing great customer service.

*01/08/2019 - 01/01/2021*

Hotel Sitai, Pune maharashtra - India

### **CASHIER**

- Settles guest accounts.
- Dispenses guest records after the guest checkout.
- Handles cash, traveller's cheque, credit cards and direct billing requests properly.
- Office cashiers assume responsibility for any cash used in processing front desk transactions.

## **EDUCATION**

### **Intermediate**

*2016*

CS National Institute of Open Schooling Yangang, Sikkim - India

## **DECLARATION**

I hereby declare that the details mentioned above are correct to the best of my knowledge and belief.

**Maya Limbu**