

RAJKISHOR MANDAL

Dubai – UAE

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PERSONAL PROFILE

Date of Birth : 18-02-1994
Gender : Male
Nationality : Indian
Marital Status : Married

PASSPORT DETAILS

PASSPORT NO : S2066432
ISSUE DATE : 18-07-2018
EXPIRY DATE : 17-07-2028
VISA STATUS : Visit visa

LANGUAGES KNOWN

ENGLISH
HINDI

PERSONAL SKILLS

- Energetic
- Decision Making
- Communication
- Active Listener
- Flexible
- Problem Solving Ability
- Critical thinking
- Team Works

PROFILE

To work challenging friendly organizing offering job satisfaction, where my Exposure and skills can be used in the best possible way, given me an opportunity for career Development based on achievement and results

ACADEMIC QUALIFICATION

➤ HIGHER SECONDARY EDUCATION

WORK EXPERIENCE

❖ MILK SUPPLY

Mithila Milk Dairy, Bihar- India
5 years

Job Responsibilities

- Maintaining inventory levels by ordering additional stock as needed
- Assisting with inventory audits to ensure that items are accurately counted and recorded
- Communicating with suppliers to ensure that materials are available when needed
- Receiving and storing incoming goods, maintaining an inventory of all stored items
- Preparing purchase orders for materials based on item specifications provided by the company's purchasing department
- Processing invoices from suppliers for payment
- Keeping records of inventory levels and other supply data such as prices and quantities used or available
- Monitoring and forecasting inventory needs to ensure that supplies are available when needed

❖ COOK

Radhe Radhe Restaurant, Bihar-India
2 years

Job Responsibilities

- Setting up, cleaning, and organizing work stations
- Preparing ingredients for the shift; washing vegetables, chopping, seasoning meat, etc.
- Preparing oven, utensils, and grill for shift
- Taking orders from wait staff or computerized system
- Cooking order according to food health and safety standards
- Recommending ideas for specials or seasonal dishes
- Handling multiple food orders at one time

DECLARATION

I hereby declare that the above stated information is true to the best of my knowledge and belief.

RAJKISHOR MANDAL