

# Tariq Aouragh

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## **Career plan :**

Work in an organization that offers career growth, personal development and long term benefits where i can use my skills, as well as to improve the quality of my performance, with a goal to produce increasingly creative and defined works, which consistently impress, by gaining a reputation, diligent and efficient service.

## **Personal information :**

*Date & Place of birth : 25 - 06 -1990, Rabat, Morocco*

*Gender : Male*

*Nationality : Moroccan*

*Marital status : Single*

## **Education :**

**June 2009-2011:** *Catering Agent [ Institute Of Hotel Technologies & Tourism, (I.T.H.T) ]*

**June 2015-2017:** *Industrial and Electrical Maintenance Technician, [ I.S.T.A ]*

**July 2017-2019 :** *Specialized Electromechanical Technician of Automated Systems, [ I.S.T.A ]*

## *Personal skills :*

- Excellent written and oral skills in English, and the ability to communicate clearly and in an articulate manner, with excellent interpersonal and communication skills
- Ability to quickly gain credibility and maintain good relationships with colleagues at all levels of the organization
- Ability to work in a dispersed team, to collaborate when necessary but taking responsibility and ownership of own areas of work
- Ability to produce work with a high level of precision and detail
- Quiet, especially under pressure, and able to meet tight deadlines
- Able to work individually without direct supervision and also as a dedicated member of a technical team when required..
- Align and balance new equipment after installation.
- Plan and lay out repair work, using diagrams, drawings, blueprints, maintenance manuals, or schematic diagrams.
  - Assists the kitchen and service staff as needed to maintain the highest level of food quality, presentation, and timing to optimize guests dining experience.
- Sets up and breaks down chairs, tables, and buffet.
- Serves courses, clears dishware, and ensures that guests dining needs are taken care of.
- Keeps serving stations restocked throughout the event.
- Maintains guest tables and serving stations according to client specifications and procedures.
- Assists other catering staff as needed to optimize the guests' dining experience.
- Accomplishes all job duties while adhering to all safety guidelines and practices throughout the shift.
- Reports any unsafe condition, unsafe act, accidents and/or injuries to the manager on duty.

- Correctly completes closing duties at the end of each event.

## ***Professional experience :***

- 2008-2009:** Assistant Pastry, Aswak Assalam HyperMarkets, Hay Riad-Rabat, Morocco
- 2009-2010:** Catering Service & Clerk Kitchen Brigade, The Two Palaces, Place Petrie-Rabat, Morocco
- 2010-2011:** Assistant Of Chef's Kitchen, Hotel Texuda, Ocean-Rabat, Morocco
- 2011:** Host & Room Service, Hotel Majliss, City-Rabat, Morocco
- 2012:** Cold Room Responsible & Ration Distribution, Mohammadia Engineering University, Agdal-Rabat, Morocco
- 2012:** Hygiene & Conference Head Of Part, Club Public Works, Hay Riad-Rabat, Morocco
- 2013-2014:** Technician Specialized In Execution, Belectrabat - APESA Construction Project, Hay Riad-Rabat, Morocco
- 2015:** Cold Room Service & Menu Presentation, Too Much Lounge, Agdal-Rabat, Morocco
- 2016:** Technical Departement & Team Member Of Prevention Mechanical Maintenance, Danone, SALÉ, Morocco
- 2020:** Head Waiter's Assistant, Precision Of Food & Beverage Distribution, Define The Quality & Magnitude Of Service Handled, Golden Tulip Hotels, Abu Dhabi, UAE
- 2021:** Administrative Assistant / HR, Recruitment Pole, Maarif-Casablanca, Morocco
- 2022 :** Thrifty, Newrest, Sale , Morocco
- 2024 :** Assistant Manager, Badriss Délice, Temara, Morocco

## ***Basic skills :***

### ***Administration of benefits :***

- Assist and respond to questions and inquiries in person and by phone or email

- Perform an initial orientation of new employees (management).
- Prepare all types of internal and external reports

### **Monitoring :**

- Responsibility of the administrative team
- Document control

### **Additional Responsibilities :**

- Presentation
- Reports according to management needs
- Leadership skills
- High level of communication skills both written and oral
- In-depth knowledge of IT skills
- Use good judgment
- Maintain the confidence of all records and information
- Ability to perform mathematical calculations
- Establishes appropriate professional, friendly, accessible and effective working relationships with team members and those contacted during work

### **Languages :**

	<i>Speaking</i>	<i>Reading</i>	<i>Writing</i>
<i>German</i>	Novice	Excellent	Good
<i>English</i>	Excellent	Excellent	Excellent
<i>Arabe</i>	Excellent	Excellent	Excellent
<i>French</i>	Very Good	Excellent	Excellent

## ***E-Skills :***

Ms Word, Excel, Outlook, Other Net App's

## ***Areas of leisure & interest :***

Poetry reading, Write Poems, Tennis, Ping Pong, Soccer, Chess, Swimming, Basket-Ball & Why not make a well standing Salad.