



To Work for a Progressive Organization in a Highly Motivating and Challenging environment that provides the best opportunities to grow and utilize. My potential to the fullest to achieve the Organization's goal while achieving my personal goals



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Dubai - UAE

## SKILLS

- Interpersonal skills
- Customer service excellence
- Effective communication
- Quality assurance
- Relationship building
- Cash Register Operation
- Inventory Control
- Fast Learner
- Critical Thinking
- Problem-solving
- Attention to detail
- Time management

## PERSONAL DETAILS

**Nationality:** NEPALESE  
**Date Of Birth:** 13/08/1988  
**Marital Status:** SINGLE  
**Visa Status:** VISIT VISA

## LANGUAGE

- ENGLISH
- HINDI
- NEPALI

# KAPENDRA PUN

SUPERVISOR

## Experience

### ❖ SUPERVISOR

**HARDEE'S - KUWAIT FOOD COMPANY AMERICANA**  
Dubai - JLT | 2021 - 2023

- Assists in running the shop
- Supervising the crew and shift
- Receives payments and operated the cash register
- Ensures maintaining the highest standards in quality & service.
- Monitor the shop and displays clean and tidy at all times
- Receives deliveries and administered stock packing, shelving, and storage
- Sets up promotional displays like posters, window displays, and mannequins
- Assists customers with their needs and concerns;

### ❖ WAITER/KITCHEN HELPER

**HARDEE'S - KUWAIT FOOD COMPANY AMERICANA**  
Dubai - JLT | 2016 - 2021

- Greet and escort customers to their tables
- Present menu and provide detailed information when asked
- Prepare tables by setting up linens, silverware and glasses
- Inform customers about the day's specials
- Offer menu recommendations upon request
- Communicate order details to the Kitchen Staff
- Serve food and drink orders
- Check dishes and kitchenware for cleanliness and presentation and report any problems
- Arrange table settings and maintain a tidy dining area
- Follow all relevant health department regulations
- Provide excellent customer service to guests

### ❖ WAITER

**SHAGARMATHA HOTEL**  
Nepal - | 2013-2014

- Greet Customers
- Offer menu recommendations upon request
- Serve food and drink orders
- Help kitchen when needed
- Follow all company guidance regulations

## Education

**High School Level Certificate Pass**  
**School Level Certificate Pass**



*I hereby declare that all details given are true to the best of my knowledge and beliefs*

**KAPENDRA PUN**