



MD MAMUN AHMED

EDUCATION

2010

HSC

SALIMULLAH COLLEGE

- High school certificate

2007

SSC

CITY CORPORATION HIGH SCHOOL

- Secondary school certificate

SKILLS

- Management Skills
- Barista
- Digital Marketing
- Customer service
- POS operating
- Leadership
- Problem Solving

LANGUAGES

- English
- Hindi
- Bahasa Malay (basic)

CONTACT

- ☎ +971 565881957
- ✉ mamunahmed614@gmail.com
- 📍 Dubai ,United Arab Emirates

PROFILE INFO

Dedicated, ambitious, and self-motivated F&B associate with 9 years' managerial experience and excellent customer service skills. Professional, composed, and reliable shift leader with strong interpersonal skills, flexibility in the face of busy operations and shifting priorities, and passion for process improvement. Collaborative customer relations expert with successful track record of overseeing dining area maintenance and leading promotional events.

EXPERIENCE

ADMINISTRATION EXECUTIVE

THE ORIENTAL CHEF, DUBAI ,UAE

2023-

Handling internal and external communication, including emails, phone calls, and other correspondence. Managing and organizing company documents, records, and files. This may involve creating and maintaining filing systems. supervising daily purchasing, inventory and manage social media .

RESTAURANT SUPERVISOR

GO THAI, DUBAI, UAE

2021-2023

Supervising and coordinating all aspects of the restaurant's operations, Ensuring compliance with health and safety regulations and Monitoring and analysing financial performance

SHIFT MANAGER

GLORIA JEAN'S COFFEES, BANGLADESH

2018 - 2021

Delegate tasks to restaurant staff and supervise their performance. Maintain a fully-stocked inventory and order food supplies, as needed
Manage dining reservations
Arrange to have shifts covered.Help staff resolve on-the-job challenges.

BARISTA

FAHRENHEIT 600, MALAYSIA

2015 - 2018

Greet customers ,give menus and answer their questions regarding ingredients.
Take orders while paying attention to details. Prepare beverages following recipes. Serve beverages and prepared snacks. Receive and process payments.

CERTIFICATE

• PERSON IN CHARGE

Highfield International

Food safety regulations and hygiene.

• Diploma in Business Studies

ADAM College , Malaysia