

CURRICULUM VITAE

NGUYEN THANH NGUYEN

PERSONAL DATA

Fullname: Nguyen Thanh Nguyen
Gender: Male
Nationality: Viet Nam
Date of Birth: 09.04.1983
Address: 09 Nguyen Thien Thuat
Street - Nha Trang City
ID card number: 225159104
Date of issue: 28/07/2010
Status: Single
Height: 1.76m
Weight: 71kg
Health: No suffering from the diseases
Mobile: 0935.766618

Email: nguyenthanhnguyen.nt@gmail.com

PROFILE:

Skills / Strength:

*14 years experiences in Hotel & Restaurant Management
Professional Event Organization Skills
Hardworking and creative, high responsibility
Ability to coordinate and prioritize multiple tasks and projects
Good appearance*

EDUCATION

2007 - 2011: Da Nang Economic University

Major: Bachelor of Business Administration

2006: HCM City Industrial College

Major: Diploma of Bar Management
Food & Beverage Management

2005: Yasaka Resort & Spa College

Major: Certificate of Bartender

2001 to 2003: Khanh Hoa Technical College

Major: Diploma of Hospitality Service



EMPLOYMENT HISTORY :

Present : Seashellshotel & Spa Phu Quoc

Position: Food & Beverage Manager

From March 2016 – J u n e 2 0 1 7 :

Vinpearlland Nha Trang – Vinpearlland Phú Quốc

Position: Food & Beverage Manager

Jan 2013 - 2016 :

Kichoo Joint Stock Company

(Shabu Kichoo BBQ & Hotpot Restaurant Chain)

Position: Assistant Managing Director

www.shabukichoo.com.vn

From 2011 to 2013:

Champa Island Resort (5 stars) - Nha Trang

Position: Food & Beverage Director

www.champaislandresort.vn

April 2009 to 2011:

The Light Hotel & Resort (3 stars)

Position: Food & Beverage Manager

www.thelighthotel.com.vn

May 2008 - 2009

Novotel Nha Trang (4 stars)

Position: Bar Supervisor

Training By:

Furama Corporation

Accor Corporation

SixSenses Corporation

F&BDuties

Direct, control and organize F&B staff, ensuring customer requirements are satisfied.
 Assume overall responsibility for the running F&B Dept.
 Achieve the monthly targets as set by management
 Be responsible for all management and control of the serving of all alcoholic beverages
 Implement, control & review all procedures relating to stock control, cash handling, purchasing and stock & waste disposal as relevant to the bar dept.
 Satisfy all customer requirements
 Carry out ordering of supplies as and when necessary. Carry out accurate cash-up procedures at end of night.
 Liaise with Kitchen and other Departments regarding procedures, service, etc. Train new staff in methods and procedures.

Sales & Marketing Duties:

Develops strategies to meet annual sales goals Tracks daily sales and advance deposits
 Marketing, PR to promote company and build sales
 Coordinate the planning and execution of all meetings, banquets and catering events.
 Responsible for bookings, confirmations, billings , generating proposals and contracts
 Interfaces with other departments to ensure proper set up for successful coordination of events
 Communicates with customers before, during and after event
 Holds a database of contacts for repeat and future bookings
 Make brochure, flyer, and banner & advertise by means of communication
 Create plan for develop sale target.

Foreign Language

	Writing	Speaking	Reading
English	Good	Good	Good

ITSKILLS

Micros Fidelio, Microsoft Office: MS Word, Excel, MS Power Point, Microsoft Outlook and Internet.