

CARRICULUM-VITAE

Manish Kumar Dixit

H.N –E-352/10B ,Munirika

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CAREER OBJECTIVE:

I am capable to perform my challenging position in professional organization where I can enhance my skill and strength in conjunction with the organizations goal &objective

ACADEMIC QUALIFICATION:

- Graduation from Magadh University Bihar
- Completed intermediate from(Bihar)Board with 2nd division
- Completed high school from (Bihar) Board with 2nd division.
- Basic computer knowledge

EXPERIENCE

- Worked with Cafe Coffee Day from April 2011 to October 2015 as a (assistant manager level-2)
- Worked with The Coffee Beans &Tea Leaf from October 2015 to April 2019 assistant manager
- Worked with bread talk as café manager 2019 to 2023 January.
- Working with Baker by chance SINCE 2023

JOB PROFILE

- Taking order, and Handling the table care fully
- Handling the impresst and supervising the junior staff.
- Coordinating with colleagues, and respect the senior order
- Maintaining the inventory
- Supervise production line operation accordance with company policies and procedures
- Train production line employer
- Responsible for shift schedule to include work station rotations employee breaks back up for absent empolyer
- **Ensuring standards for quality, customer service and health and safety are met.**
- **Responding to customer complaints and comments.**
- **Organizing special promotions, displays and events.**

HIGHLIGHT

- Ability to work under pressure
- Cash handling expertise
- Staff motivation and training
- Good interpersonal skill
- Fast learner

PERSONAL PROFILE :

Father Name : Mr.Prithvi Nath Dixit
Date of birth : 07th may 1990
Gender : Male
Material status : Married
Languages Known : Hindi & English
Nationality : Indian
Religion : Hindu
Interested: Reading, Listening music &interacting with people
Strength : Confident, self motivated good Analytical skill & Response

DECLARATION:

I hereby declare that the above mentioned information is correct up to my
Knowledge and I bear the responsibility for its correctness.

Date:-...../...../.....

New Delhi

(signature)

MANISH KUMARDIXIT