

Hussam Hammad
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PERSONAL DATA

Date of Birth : 05-May-1985
Nationality : Syrian
Marital status : **Single**
Military Service: Done
Address : Damascus Rural – Qatana

PERSONAL PROFILE

- Work under pressure.
- Meet demanding deadlines.
- Persistent and flexible approach.
- High commitment.
- Excellent inter-personal and communication skills.
- Good Mathematical Skills

EDUCATION

2008 – 2009 Technical Institute of Banking and Financial Sciences– Accounting.

WORK EXPERIENCE

Poland / Warsaw- Amrit for Oriental Food.

2015-2019

Restaurant Manager

Maintaining the restaurant's revenue, profitability and quality goals. Ensuring efficient restaurant operation, as well as maintaining high production, productivity, quality, customer-service standards and Health & Safety.

- Coordinate the operation of the restaurant during scheduled shifts
- Train, manage and motivate staff
- Analyze and plan restaurant sales levels and profitability
- Prepare reports at the end of the shift/week, including staff control, food control and sales
- Plan and coordinate menus
- Maintain high standards of quality control, hygiene, and health and safety
- Respond to customer queries and complaints
- Check stock levels, order supplies and prepare cash drawers and petty cash.

2015-2019

Storekeeper

- Responsible for storage of both food & beverage and operational stock.
- Responsible for day-to day check on the storage facilities for upkeep and hygiene
- Follow standards for issuing and receiving stock within the stores.
- Monitor and maintain current inventory levels; processes purchasing orders as required; tracks orders and investigates problems.
- Receives, unpacks, and delivers goods; re-stocks items as necessary; labels shelves.
- Processes and/or approves invoices for payment.
- Processes and documents returns as required following established procedures.

2013-2015

Cashier

- Process customer orders and record them in the restaurant database.
- Relay customers' orders to the kitchen staff.
- Ensure all orders are delivered to the customers in a timely manner.
- Accept cash and return the correct change.
- Tally money in the cash drawer at the beginning and end of each work shift. Respond to customer inquiries, issue receipts, and record customer suggestions.

LANGUAGE SKILLS

- English, Good in communication & writing.
- Polish, Medium
- Arabic, mother language.

SOFTWARE SKILLS

- Microsoft Word
- Microsoft Excel
- Microsoft power point

TRAININGS & COURSES

- Microsoft Office – ICDL
- Electronic Computer System – Flight Ticket Reservation and AMADIOS.
- (01-Nov-2008 – 15-Feb-2009)
- ASSIA CENTER FOR INFORMATIC- Computer, Al Amin, Al Sahli, Al Khazen and Al Rasheed Accountancy. (31-Jan-2009)