



Avay Chhetri

Passport: W3919635 | **Date of birth:** 12/05/1998 | **Place of birth:** West Bengal, India |

Nationality: Indian | **Gender:** Male | **Phone number:** (+91) 7586939337 (Mobile) |

Email address: umangchhetri7589@gmail.com | **WhatsApp Messenger:** +917586939337 |

Address: Siliguri, Khoribari, 734427, West Bengal, India (Home)

ABOUT ME

I am a reliable and hardworking team player who stays focused even under pressure. I have strong leadership skills and always aim to help the team succeed. I'm confident that my dedication and positive attitude can make a strong contribution to your company.

EDUCATION

2018 West Bengal, India

12TH PASS St Peter's Gayaganga Shiliguri, West Bengal

WORK EXPERIENCE

SOLITE RESTAURANT (THE BIG PVT. LTD.) – MALE', MALDIVES

Business or Sector Accommodation and food service activities

HEAD WAITER – 12/03/2023 – 18/04/2025

- Led coordination of catering events: function schedules, table arrangements, and catering tags
- Managed direct client communication during events for smooth execution and satisfaction
- Supervised waitstaff: scheduling, floor assignments, attendance and resolving work issues
- Prepared bar order reports and managed inventory (cutlery, glassware, chairs, tables, etc.)
- Oversaw maintenance of facilities (internet, AC, lighting, sound system, washrooms, etc.)
- Monitored cleanliness standards and cleaner task assignments
- Tracked perishable inventory for bar and condiments; coordinated with supply managers
- Created daily/monthly reports: sales, breakage, inventory and incident reports
- Liaised directly with the Marketing team and CEO to align operations with business goals
- Promoting newly launched menu items to customers
- Delivered high-standard service to distinguished guests such as the Maldives President, VP, and gov. ministers

INDIA SUPERMARKET ATTENDANT - 2021-2022 - City Center Matigara, Siliguri, WB, India

Assisted customers with inquiries and purchases, restocked shelves, maintained cleanliness and order in aisles, operated cash register, and ensured a smooth shopping experience for all customers.

INDIA CUSTOMER SERVICE REPRESENTATIVE - 2019-2021 - Shiliguri, WB, India

Experienced in inbound customer service and event coordination. Managed bookings, handled inquiries, and ensured professional, customer-focused support.

SKILLS

F&B Serving | Leadership | Customer Service | Inventory Management | Creating Team Roster | Microsoft Excel | Team Management | Coordination | Function Events | Catering | Teamwork | Basic Computer Literacy | Microsoft Word | Bookings

LANGUAGE SKILLS

Mother tongue(s): **NEPALI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B2	B2	B2	B2	B1
HINDI	C2	C2	C2	C2	C2