

BRIAN KHAYUMBI



 brian khayumbi@yahoo.com

 +97455763516

 Doha, Qatar

SKILLS

1. Problem solving 2. Decision making 3. Team building

INTERESTS

Participating in social activities

LANGUAGES

English Swahili

OBJECTIVE

To pursue a career in highly customer service oriented establishment in which I will achieve the highest level of productivity, working diligently as a team member, utilizing the knowledge and skills gained over time and be able to exploit my talent and potential to the best of my ability and for the good of my employer.

EXPERIENCE

Valet Driver

Sept 2022 - To date

The Ned Hotel Doha, Qatar.

Roles not limited to;

1. Greet guests professionally and welcome them at the Hotel.
2. Assist guests offload and load luggage during check in/out.
3. Providing each guest with valet ticket and explaining the retrieval process.
4. Carefully pack na retrieve guest's car upon check in/out.
5. Direct traffic in the packing lots and ensure smooth check in/out for the guests.
6. Operate vehicles safely, professionally and responsibly.
7. Organize and file paperwork regarding guest's vehicle and daily transactions.
8. Report any damages or maintenance issues to the immediate supervisor.
9. Complete all special projects and other duties that may be assigned to me.

Front office Driver

2019 - 2022

Olesereni Hotel Nairobi, Kenya

Roles not limited to;

1. Warmly welcome guests upon arrival and bid them farewell upon departure.
2. Assist guests by opening/closing car doors upon arrival and departure.
3. Pick/drop guests to the airport or any other requested destination.
4. Wish guest best of luck as they departure and welcome them back.
5. Maintaining daily logs, shifts and report any maintenance.
6. Adhere to all safety policies and procedures.
7. Provide assistance to guest's with disability.
8. Provide required support to the team members to achieve common goal.

Bellboy

2014 - 2019

Mashpark Hotel Nairobi, Kenya

Roles were not limited to;

1. Assist guest in and out of their vehicle by opening and closing doors upon arrival and departure.
2. Assist guest by carrying their luggage to their rooms and to their vehicle upon arrival and departure.
3. Provide a primary point of contact for guests seeking information on local area and attractions.
4. Distribute newspapers to guest's room if available.
5. Manage guest's luggage left at the luggage room.



EDUCATION

Diploma in Criminology

Masinde Muliro University of Science and Technology

Credit 1

Fire Martial and First Aid

Panari Resort Nyahururu

Certificate in Fire Martial.



REFERENCE

Mr. Hardly Mushiring'ani - Caesars Blue water Dubai, UAE

Head Doorman

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Mr. Wayne Magani - Washington DC, U.S.A.

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