



YOGANATHAN SINNATHAMBY

ACCOMODATION SUPERVISOR

CONTACT

- 📍 Batticaloa, Sri Lanka
- ✉️ niruyoganathan1982@gmail.com
- 📅 01 /05 /1982
- ☎️ +94 778585671 / +94 774136574

EDUCATION

G.C.E. (O/L) Examination

DRIVING

- Sri Lanka Driving License No: B1140316 (Issued Date: 06.10.2011)
- Qatar Driving License No: 28214401414 (Issued Date: 2012.06.13)

LANGUAGES

- English ★★★★★
- Malayalam ★★★★★
- Tamil ★★★★★
- Hindi ★★★★★
- Sinhala ★★★★★

SKILLS

- Team Work
- Employee Management
- Transportation Management
- Ms - Word

WORK EXPERIENCE

2022 - 2023

QATAR GLOBAL SPORTS EVENT 2022, ACCOR ACCOMODATION SUPERVISOR

- Managed and Supervised 72+ Buildings with occupancy of 9000 people.
- Set-up and secure the Housing Facility for all Employees.
- Prepare Welcome Kit and Welcome Pack for new Employees.
- Welcome new arrivals and conducts compound orientation.
- Accompany the new Employee to the allocated villa/room.
- Implement various policies related to housing.
- Prepare/designs forms related to housing.
- Oversee the day-to-day operation of the housing facility and its requirements.
- Coordinate with Employees transportation whenever needed.
- Manage Employee welfare activities in the housing.
- Participate in handling Employees' concerns and grievances.
- Handle relocation/shifting of Employees.
- Prepare and maintain proper inventory list of the company's assets (conduct regular inventory) and submit to Cluster Director of Talent & Culture.
- Monitor accommodation supplies, maintenance, services, medical, transportation and Employee dining halls, and social activities.
- Monitor house rules and regulations and implement the same in the Employee Housing facility
- Monitor possible hazards from workplace and accommodation and recommends possible solutions.
- Monitor/record work related accidents and collaborate with Nurse/Department concern and Security Department regarding evaluation & safety training plan.
- Handle, monitor and attend various accommodation maintenances.
- Coordinate and monitor together with an out-sourced companies for Fire System and gadget maintenance for lifts, cooling system and air-conditioning.
- Oversee the cleanliness of the entire accommodation and recreational facilities.
- Handle local and international shifting of team members who had been moved to another property for promotion.
- Coordinate community related events and/or sustainability events.
- Update the notice boards related to T&C.
- Maintain various file related to T&C.

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EDUCATION

G.C.E. (O/L) Examination

INTERESTS

- Driving
- Sports
- Adventure Blogs
- Traveling
- Surfing on net

LANGUAGES

- English ★★★★★☆
- Malayalam ★★★★★☆
- Tamil ★★★★★★
- Hindi ★★★★★☆
- Sinhala ★★★★★☆

SKILLS

- Team Work
- Employee Management
- Transportation Management
- Ms - Word

WORK EXPERIENCE

2017 – 2019

AL-OTHMAN EST. NADA - DOHA QATAR
LEADING MERCHANDISER

- My role as a merchandiser is to ensure that products appear in the right store at the right time and in the right quantities.
- This involves working closely with buying teams to accurately forecast trends, plan stock levels and monitor performance.
- Planning and Scheduling in proper and in time.

2009 – 2017

AL-OTHMAN EST. NADA - DOHA QATAR
SALESMAN ALSO DRIVER

- Making sure vehicles are properly maintained.
- Inspecting vehicles.
- Arranging repairs and routine maintenance.
- Ensuring that all drivers and operators have the correct, up to date qualifications.
- Reducing the risk of vehicle overloading.
- Maintaining and completing accurate records

REFERENCES

Mr. Sayed Edroos

Assistant Group Director Talent & Culture -
OPERATIONS

Qatar Global Sports Event 2022 | ACCOR

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Ms. Annette Varghese

HEAD OF WORKERS WELFARE

**Qatar Global Sports Event 2022
ACCOR**

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