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|  | **Taleh Hasanov**Address: J.Khendan 34 Phone: +994 505479454E-mail: talehhasanov@gmail.com |

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|  | Personal DetailsDate of Birth: 22/02/1989Marital status: SingleEducationBachelor degree in International Relations Baku Slavic University (May, 2011)* Diplomacy
* Average degree: A+ (5 out of 5)

Secondary school #193, May 2007Work ExperienceSales Manager, Samir-A companySeptember 2007 –June 2008, Baku, AzerbaijanMain responsibilities:* Responsible for purchasing, appraising and managing inventory.
* Recommend vehicles (brand, model, color) based on customer choices.
* Respond to customer complaints and ensure highest level of customer satisfaction.
* Handle retail related concerns and coordinate with salespeople to close vehicle purchase deals.

Waiter, Restaurant “Sadovod”September 2011 –July 2012, Moscow, RussiaMain responsibilities:* To be able for serving food and beverages efficiently and in a most polite manner.
* To suggest food and beverages ~ to be well versed with the menu, method of preparation and accompaniments.
* To maintain cleanliness and mise-en-place level at working station and service pantry for smooth operation.
* To set up tables for meals, including setting up items such as linens, silverware and glassware
* To clean and remove dishes from the table after service is completed.
* To transport soiled dishes from dining room to kitchen and depositing them in proper place

Bartender, Restaurant “Sadovod”July 2012 – January 2013, Moscow, RussiaMain responsibilities:* Prepare alcohol or non-alcohol beverages
* Mixing and serving alcoholic beverages to customers.
* Creating beverage lists, menus and drink promotions.
* Preparing cocktails and other drinks.
* Ensuring that customers receive an efficient and prompt service.

Head Waiter, Restaurant “ Oasis in Forest”January 2013 –October 2014, Moscow, RussiaMain responsibilities:* To welcome, sit and take food orders from guests in the Lounge or Restaurant
* To socialize with the guests, the ability to offer the guest meal, a drink under their taste.
* To ensure that all guest wishes are met so far as is reasonably possible.
* To ensure that service is at all times performed in a professional manner following standards set
* To effectively manage Staff time and productivity whilst at work.
* To ensure that the Restaurant Service areas are maintained to a high standard of cleanliness
* To maintain good communication between Kitchen/Restaurant and other departments on a daily basis re specials, shortages and special dietary requirements.

Skills* Language : Turkish, Azerbaijani (native), Russian (fluent), English (intermediate)
* Soft: Microsoft Office, Opera, Micros, Quicktyper etc.
* OS: Microsoft Windows, Linux, Vista
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