



Gary OLUSEGUN

Hotel Management Executive

SKILLS

- Good communication skills
- Interpersonal skills
- Leadership skills
- Motivation skills

EDUCATION

University of Lagos

Hotel Management 2004 – 2009

BSc. (Hons.)

St. Mary's High School

Secondary School Certificate

CONTACT

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SUMMARY

Outgoing and friendly front desk manager with a keen eye for details and the ability to make any guest feel completely at ease. Responsible for scheduling hotel, restaurant and bar shifts; handling the scheduling software to check guests in and out; and ensuring that employees received recognition for their work.

Skilled at handling problem guests and finding ways to increase the satisfaction of all customers.

WORK EXPERIENCE

RELAAX HOTELS

Hotel Management Executive 2010 – 2012

Duties

- recruiting, training and supervising staff.
- managing budgets.
- maintaining statistical and financial records.
- planning maintenance work, events and room bookings.

KINDLE HOTELS

Hotel Management Executive 2012 – 2014

Duties

- recruiting, training and supervising staff.
- managing budgets.
- maintaining statistical and financial records.
- planning maintenance work, events and room bookings.
- handling customer complaints and queries