

MOHAMMAD TANVIR HOSSAIN

(eng.tanvir@yahoo.com) / +60182760787)

HOSPITALITY INDUSTRY (Restaurant, Hotel & Catering)

I have 10 years work experience in various fields of HOSPITALITY INDUSTRY like restaurant service waiter, catering food service, also work in banquet hall & banquet kitchen. Preparing food in a variety of different food establishments. Provides excellent customer service, and possesses encyclopedic knowledge of Asian sea food and Asian fusion food. Looking to leverage my knowledge of the industry to score a management position.

➤ **EDUCATION**

● **DIPLOMA IN ENGINEERING 4 YEARS (Computer Technology)**

SESSION /YEAR, (2003 - 2010)

BCI ENGINEERING INSTITUTE (Polytechnic Institute) Dhaka, BANGLADESH.

● **SECONDARY SCHOOL CERTIFICATE 10 YEARS (Business Studies)**

SESSION /YEAR, (1998 - 2001)

WEST END HIGH SCHOOL and COLLEGE, Dhaka, BANGLADESH.

FOOD SERVER/WAITER & KITCHEN CREW- PARTIME REGULAR (2011 – 2021)

BANQUET SERVER HOTEL & CATERING KITCHEN CREW-PARTIME (2011 – 2019)

➤ **CRAZY CRAB Restaurant, Petaling Jay, Selangor, Malaysia.**

➤ **TDH, Tom Dick & Harry's restaurant and bar**

➤ **LEE'S KITCHEN local cuisine restaurant and coffee**

➤ **ROYAL PALACE CHINESE CUSINE, Petaling Jaya, Selangor, Malaysia.**

➤ **SUNWAY RESORT HOTEL&CONVENTION CENTER, SunwayCity,Selangor, MALAYSIA.**

- Followed food safety protocols and best practices as instructed by Safe training. Resolved customer complaints to patron Satisfaction, resulting in repeat business.
- Collaborated with manager or management team members to complete orders for organization/company/weeding/birthday or friends family gathering Party.
- Worked well with teammates and accepted coaching from management team. Supported great dining and meal experiences for guests.
- Provided excellent customer service by greeting and meeting quality expectation. Become a familiar with food menu or Restaurant food service product to answer question and make suggestion as customers required food service.
- Took orders, prepared meals and collected payments cash or debit/credit card/promo code/app transfer. Used cash registers and calculators to prepare bills, accept payment and make change without mistake or delay.
- Restocked condiment dispensers, napkins, silverware and drink machines to prevent shortages during business hours or when supplies are not available.
- Cleared trays and removed trash from tables before sanitizing surfaces. Greeted guests pleasantly and answered menu questions. Arrived to work presentable.
- Assisted with in-store operations by disassembling delivery boxes, cleaning floors and dishwashing. Checked and restocked utensils and condiments in appropriate place.
- Operated as food service provider in RESTAURANT & HOTEL BANQUET DEPARTMENT

❖ **AUDI GROUP (PLANTATION & AGRICULTURE (2014 – CURRENT)**

- Travel to project sites for computer hardware troubleshooting with maintenance.
- Configure Router, Switch, hub, Hotspot, Firewall, Bandwidth manage router.
- Visit project office for collecting documents, delivering goods, make invoice.
- Collaborated with management team to coordinate sales and marketing plans and
- Initiated event and contact with new, existing and potential customers to develop and maintain business relationships and further sales in future makes easy.
- Food & catering service for the outstation project worker.

ADDITIONAL INFORMATION

- I don't have criminal record or sentence any period of prison. I never involved with any organizations which is makes violence and harmful for the social security systems. I never take any kind of drug or unfit health check-up records. I don't have any serious injury/trauma/chronic disease or major medical operation in my life.
- Fully VACCINATED COVID-19 (Pfizer) with digital certificate here in Malaysia.



❑ **Personal information**

- Mohammad Tanvir Hossain
- Date of Birth : 1985-07-12
- Blood Group : B+ve
- Nationality : BANGLADESH
- Living : MALAYSIA
- Passport : BX0510632
- Religion : ISLAM
- Marital Status : MARRIED
- Father's name : Mohammad Shahadat Hossain
- Mother's Name : Hasina Khatun
- Wife's Name: Tania Khandoker Jany
- Child: 1)Mohammad Tehan Hossain

PART-TIME WORK EXPERIENCE

- **The Estin hotel PJ**
- **GRAND DORSETT HOTEL**
- **Hotel Royal Chulan**
- **ONE WORLD HOTEL**
- **GENTING RESORT HOTEL**
- **JW Marriott hotel KL**
- **Hookiedookie bar & restrau**

CONVENTIONCENTER/TRADE CENTER/CATARING/BANQUET/ RESTAURANT/BAR/CLUB/ COFFEE HOUSE/WESTERN FOOD/CHINESE FOOD/ASIAN FOOD/PASTRY/FRUITKITCHEN/ LONG BAR/WEDDING EVENT

❖ **REFERENCES**

- **LIM CHEW LEE (Datuk)/ JACK**
(Chairman, AUDI GROUP)
AUDI PLANTATION & AGRICULTURE
Phone: +6 04 2833959
Mobile : +60 12-473 9099
<https://www.audipenang.com/farm.html>
- **Vinnie NG (Manager)**
CRAZY CRABS, Malaysia
Facebook: crazycrabsmy
Phone: +60182180333
Tel: +60378598802

Sincerely,

Mohammad Tanvir Hossain



EXPERIENCE CERTIFICATE

CRAZY CRABS

(Sea food restaurant)

Date: 25.12.2021

TO WHOM IT MAY CONCERN

This is to certify that Mr. MOHAMMAD TANVIR HOSSAIN was working at CRAZY CRABS (Sea food restaurant) for 7 years since January 2013 until April 2019 as a KITCHEN & FLOOR CREW member.

He worked as a KITCHEN CREW for two years from February 27th, 2017 until April 30th, 2019. He also worked as a FLOOR CREW member for five years (started date January 16th, 2013 until February 26th, 2017) as regular part-time position for 6 hours a day but weekly in total not more than 40 hours.

During this period while on duty he has good manner with punctual, his services were found to be satisfactory in carrying out the Job duties and responsibilities mentioned as below in details.

- Coordinates and also participates in activities of cooking preparation as well as other kitchen staff.
- Maintain the specific kitchen area clean and hygienic. Pickup products from store in accordance guidelines and company policy.
- Personnel engaged in preparing, cooking, and also serving meats, sauces, Vegetables, soups, and other foods cuts, trims, and also bones meats poultry for cooking.
- Portions cooked foods, or follow instructions to size of portions methods of garnishing. Keep kitchen staff, plan menus, purchase foodstuffs, and also prepare as well as cook foods. Preparation handle food according to on the program guidelines.

We wish him all the best in his future, develop his career as a professional chef and get higher STUDY opportunity for commercial cookery and hospitality management in Australia.

Sincerely,

EAT DRINK CRAB SDN BHD

202001027054 (1383374-K)

Lot R02, Central Piazza Oasis Square
Ara Damansara No.2, Jalan PJU 1A/7A
47301 Petaling Jaya, Selangor.
Tel : 03-7734 6989

Vinnie NG
RESTAURANT MANAGER

+6018 218 0333

eatdrinkcrab@gmail.com

LOT R02, CENTRAL PIAZZA
OASIS SQUARE, ARA DAMANSARA
NO 2 JALAN PJU 1A/7A
47301 PETALING JAYA, SELANGOR



Date: 12.01.2022

EXPERIENCE CERTIFICATE

To Whom It May Concern

This is to certify that MOHAMMAD TANVIR HOSSAIN, passport no. BX0510632 was employed at TDH (Tom dick and Harry, restaurant and bar) as a regular part-time since JANUARY, 2013. During his tenure, he performed all of his duties efficiently and effectively as a regular Part-time.

- Worked well with teammates and accepted coaching from management team. Supported great dining and meal experiences for guests.
- Provided excellent customer service by greeting and meeting quality expectation. Become a familiar with food menu or Restaurant food service product to answer question and make suggestion as customers required food service.
- Took orders, prepared meals and collected payments cash or debit/credit card/promo code/app transfer. Used cash registers and calculators to prepare bills, accept payment and make change without mistake or delay.
- Restocked condiment dispensers, napkins, silverware and drink machines to prevent shortages during business hours or when supplies are not available.
- Cleared trays and removed trash from tables before sanitizing surfaces. Greeted guests pleasantly and answered menu questions. Arrived to work presentable.
- Assisted with in-store operations by disassembling delivery boxes, cleaning floors and dishwashing. Checked and restocked utensils and condiments in appropriate place.

Many times we receive very positive and excellent feedback about his/her manners, behaviour, and problem-solving skills from our customers. He is an extraordinary Team leader with a high level of motivation and devotion to the job. He also won employee of the year award for his/her superb performance at the restaurant. We wish him/her the best of luck in his/her future endeavour.

Signatory Authority,



Ernest Ong

ERNES ONG
+6012 307 3236
Lot R02, Central Plaza, Oasis Square
Ara Damansara, NO2, Jln PJU 1A/7A, 47301
Petaling Jaya, Selangor
TEL +609 7859 8802
E-MAIL ong_ernest@hotmail.com



Date: 12.01.2022

CONDITIONAL JOB OFFER LETTER

TO WHOM IT MAY CONCERN

Dear MOHAMMAD TANVIR HOSSAIN, We are pleased to inform you that, TDH (Tom Dick and Harry) management team would like to offering a job opportunity. After completing your commercial cookery and hospitality degree from prestigious Government educational institution TasTAFE, as an "executive chef assistant".

Responsibilities are to:

- Supervise as well as coordinates activities of Cooks hotel plus rest. And other workers engaged in preparing cooking foodstuffs.
- Observe workers engaged in preparing, portioning plus garnishing foods for making sure that methods of cooking plus garnishing sizes of portions are as prescribed.
- Give instructions to cooking personnel in fine points of cooking.
- Cook as well as carves meats, and also prepares dishes, like sauces, during rush periods plus for banquets or catering other social functions.

Financial Offer – Salary and Benefits:

A) Monthly basic salary: The offered executive chef assistant position is at a 6000 ringgit of monthly.

B) Other benefits : Your position compensations and benefits are, we will apply work permit under professional category -1, annual Chinese New year bonus.

Further information about the work:

- A) Reporting : you will report to kitchen supervisor.
- B) Duty time : your working hours will start from 12.30 pm till 10.30 pm
- C) Weekly off day : your off day is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job after completing your course .

We look forward to join our company in order to work with you

Signatory Authority,

Ernest Ong

ERNES ONG
+602 307 3236
Lot R02, Central Piazza, Oasis Square
Ara Damansara, NO2, Jln PJU 1A/7A, 4710
Petaling Jaya, Selangor
TEL: +603 7859 6802
E-MAIL: ong_ernest@hotmail.com

Dated:12.02.2022

Subject : Employer reference letter.

TO WHOM IT MAY CONCERN

This letter is to inform that MOHAMMAD TANVIR HOSSAIN, passport no. BX0510632 is an employee at AUDI GROUP under the company name AUDI PLANTATION AND AGRICULTURE as full-time and permanent basis. He was started work in this company since 7th February 2014. Currently he is working as a senior TEAM LEADER (project) weekly minimum 40 hours and is not on a probationary basis.

His current annual salary is (basic salary + overtime + house rent + food allowance + SOSCO + work permit renewal + annual bonus with free air ticket) all together MYR 3340.00 only. During his service we found him punctual, honest, precise, hard working person and a valuable asset for this company.

I, LIM CHIEW LEE (Director) state that the details information provided on above are true and correct to the best of my knowledge.

Sincerely,


(LIM CHIEW LEE)



Director, AUDI PLANTATION AND AGRICULTURE

TEL: +6042833959

FAX: +6042834791

MOBILE: +60124739099

AUDI PLANTATION & AGRICULTURE

(PG0177547-U)

No. 88-3-43, Kompleks Sri Wonder,
Jalan Lintang Sungai Pinang,
10150 Georgetown, Penang.
Tel : +604-283 3959 / 604-281 2076
Fax : +604-283 8791

Dated:12.02.2022

To

MOHAMMAD TANVIR HOSSAIN (BX0510632)

Senior TEAM LEADER (project),

AUDI PLANTATION AND AGRICULTURE,

NO. 88-3-43, Kompleks Sri Wonder, Jalan Lintang Sungai Pinang,

10150 Georgetown, Penang.

Subject: Resignation letter approval for leaving Malaysia to study in Australia commercial cookery.

Dear MOHAMMAD TANVIR HOSSAIN

This letter is to inform you that your resignation request has been granted. You may leave this job from June 2022. We wish your best of luck and hope you will finish your study successful. If you wish, you can join to AUDI GROUP as a commercial professional chef in our homestay resort in Penang. AUDI GROUP will provide you high remuneration of salary wages. After completing your study always welcome to AUDI GROUP. Please inform me by email, when you would like to come again Malaysia. Company will arrange your work permit and visa processing arrangements.

I wish, your will achieve prestigious Australian hospitality and commercial cookery degree with international standards internship placement training. Which is most valuable achievement for this degree. Besides, you can gather experience of continent and knowledge about different country & culture.

Yours Sincerely

(LIM CHEW LEE)

Director, AUDI PLANTATION AND AGRICULTURE

TEL: +6042833959

FAX: +6042834791

MOBILE: +60124739099





Lee's
KITCHEN

DATE: 14.01.2022

Experience Letter for KITCHEN CREW

To Whom It May Concern

It is to certify that, Mr. Mohammad Tanvir Hossain has worked on call part-time irregular kitchen crew since September 2019. His primary responsibilities were to clean kitchen area, washing cooking tools, serving platter and arrange condiments, chop vegetables, grind spices and marinade BBQ meat and fish. Preparation of cooking condiments based on recipe provided by chef for stir fried noodles. Portion cooking food in the dish platter as per menu. We found his active attention and passionate on his duty.

We wish his all the successes in future, develop his career become a skilled professional chef.

Signatory Authority

LEES KITCHEN SDN. BHD.
(1234551-A)

G-05, Sentrio Pandan,
No. 5, Jln 3/76C, Desa Pandan,
55100 Kuala Lumpur.

017-8463072