

PERSONAL INFORMATION

JIJI ARUN



 PALAMPARAMBIL VANNAPPURAM P O VANNAPPURAM, 685607 IDUKKI (India)

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Sex Male | Date of birth 22/04/1993 | Nationality Indian

JOB APPLIED FOR

WAITER

WORK EXPERIENCE

05/02/2015–15/02/2018

WAITER

MALABAR PLAZA BAKERY & RESTUARANT
VANNAPPURAM P O, VANNAPPURAM, THODUPUZZHA, IDUKKI DIST, 685607
VANNAPPURAM (India)

- Communicate dining or order details to kitchen personnel.
- Take customer orders.
- Clean food service areas.
- Prepare checks that itemize and total meal costs and sales taxes.
- Write patrons' food orders on order slips, memorize orders, or enter orders into computers for transmittal to kitchen staff.
- Take orders from patrons for food or beverages.
- Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
- Take customer orders.
- Check patrons' identification to ensure that they meet minimum age requirements for consumption of alcoholic beverages.
- Serve food or beverages to patrons, and prepare or serve specialty dishes at tables as required.
- Serve food or beverages.
- Cook foods.
- Present menus to patrons and answer questions about menu items, making recommendations upon request.
- Present food or beverage information or menus to customers.
- Prepare tables for meals, including setting up items such as linens, silverware, and glassware.
- Present food or beverage information or menus to customers

Business or sector Other service activities

Related document(s): ARUN JIJI EXPERIENCE.PDF

EDUCATION AND TRAINING

01/06/2008–31/03/2009

Secondary Leaving Certificate (SSLC)

EQF level 1

Govt of Kerala, Thiruvananthapuram (India)

MALAYALAM I

MALAYALAM II

ENGLISH
 HINDI
 SOCIAL SCIENCE
 PHYSICS
 CHEMISTRY
 BIOLOGY
 MATHEMATICS
 INFORMATION TECHNOLOGY

[Related document\(s\): ARUN JIJI SSLC.PDF](#)

PERSONAL SKILLS

Mother tongue(s) Malayalam

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	A1	B1	B1
Tamil	B1	B1	B1	B2	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills Good communication Skills

Organisational / managerial skills Perfect job confidence

Job-related skills Commitment in all jobs

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Basic user	Basic user	Proficient user

Digital skills - Self-assessment grid

Basic Knowledge

Passport Number: R4133783
 Place of Issue: COCHIN
 Date of Issue:21/09/2017
 Date of Expiry:20/09/2027
 Place of Birth: THODUPUZHA ,KERALA

[Related document\(s\): ARUN JIJI PASSPORT.PDF](#)

ANNEXES

- ARUN JIJI EXPERIENCE.PDF
- ARUN JIJI SSLC.PDF
- ARUN JIJI PASSPORT.PDF