**SHIVA KUMAR E**  
[2305, plaza BLVD]  
Richardson, Texas, 75082  
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**Objective**

Dedicated and courteous room service attendant with [X] years of experience in the hospitality industry, delivering exceptional customer service and ensuring guest satisfaction. Eager to contribute to a high-quality hotel environment through prompt service, attention to detail, and a strong work ethic.

**Professional Experience**

**Room Service Attendant**  
*NOVOTEL, HYD, TG*  
*06/2024 – Present*

* Delivered food and beverages to guest rooms in a timely and professional manner.
* Maintained cleanliness and order in service areas and guest hallways.
* Managed guest requests and complaints with professionalism and efficiency.
* Ensured accuracy of orders and proper presentation.
* Followed all health and safety guidelines for food handling.
* Assisted in cleaning and restocking guest rooms as needed.
* Reported maintenance issues promptly to appropriate departments.
* Provided assistance to guests and ensured their comfort during their stay.
* Maintained inventory of cleaning supplies and restocked as necessary.

**Skills**

* Excellent customer service and communication skills
* Familiarity with room service procedures and menu items
* Ability to work efficiently under pressure
* Basic food safety and hygiene knowledge
* Attention to detail and reliability
* Team player with a positive attitude

**Education:** B.COM Degree