

# Adama DIOP

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**Date of Birth:** 10 May 1987  
**Nationality:** Senegalese and Polish



## Objective statement

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Developing my skills across the Chinese palaces or International five-star hotels in **China** to provide a professional work, leadership skills excellent guest relations skills and obtain experience as **F&B Manager**.

## Education

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- 2012 - Present **Les Roches International School of Hotel Management - Bluche, SWITZERLAND**  
*Master of Business Administration in Hospitality Management - Marketing specialisation*  
**Graduation expected on December 2012**  
**Les Roches Thesis Topic:** The role of Stakeholders in Ecotourism: The case of Senegal
- 2010 - 2011 **CMH - EMC Academy, European Center of International Hotel Management Paris - FRANCE**  
*European Bachelor in International Hotel and Tourism Management*
- 2007 - 2010 **Lycée Hôtelier Bellerive (highschool of hospitality) - Southern FRANCE**  
*High National Diploma in Catering and Hospitality Business*
- 2006 - 2007 **Université du Maine - Eastern FRANCE**  
*One year in computer science in University*
- 2005 - 2006 **Cours Sainte Marie de Hann - Dakar, SENEGAL**  
*Baccalauréat Scientifique (French equivalent to A levels) - Physics & Chemistry Option*

<b>Languages</b>	<b>Computer skills</b>	<b>Personality</b>	<b>Interest &amp; Activities</b>
<b>French:</b> Mother tongue <b>Polish:</b> Basic <b>English:</b> Fluent <b>Spanish:</b> Basic <b>Chinese:</b> Beginner	<b>Opera</b> Amadeus Hotix Microsoft Office	Hard worker Committed Flexible Motivated Detail-oriented Pro-active	Formula one Soccer Reading High Technology Music Karate Travelling

## Work Experience

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### **06/11 to 11/11- Cross training at Novotel Sanyuan Beijing - CHINA**

#### **Front Desk Agent**

- Collected payment following all cash handling rules
- Worked as Night Audit
- Received invoices and arranged documentations for the payments
- Welcomed the group segmentation
- Edited cash report

#### **Supervisor of the Business Lounge**

- Supervised and trained Chinese team
- Inventory of stocks
- Made reports of the consumption at the end of the day
- Maintained guest satisfaction

#### **Assistant Food & Beverage Manager**

- Supervised and trained Chinese team
- Bar, lunch, breakfast, diner supervisory
- Analyzed and made the profit and loss report
- Organized the events in the hotel
- Created some flyers for events

### **01/11 to 04/11 - Sales assistant - Internship at «Brand Clothes Development» for Italian luxury fashion brand Brunello Cucinelli - Paris - FRANCE**

- Worked and promoted the collection to the press and magazines (GQ, MarieClaire, Vogue)
- Merchandized the collection
- Did Benchmarking
- Updated and followed up the guest list

### **04/09 to 07/09 - Cross training at Novotel Le Mans - Le Mans - FRANCE**

#### **Front Desk Agent**

- Maintained guest satisfaction
- Received invoice and arranged documentations for the payments
- Provided administrative support to the staff
- Collected payment following all cash handling rules
- Cross-trained into service and housekeeping when needed

### **04/08 to 06/08 - Cross training at L'hôtel des Almadies - Dakar - SENEGAL**

Worked as Front Desk agent, waiter, assistant bartender, commis

### **01/08 (1 month) - Cross training at Mercure Château Perrache - Lyon - FRANCE**

Worked as Front Desk agent, waiter, commis, valet