

CHARITY KAVATA MUTISYA (WAITRESS)

PERSONAL DETAILS

NAME: Charity Kavata Mutisya

GENDER: Female

PHONE: +254 718596172

E-MAIL: kavatamutisya45@gmail.com

MARITAL STATUS: SINGLE

1. CAREER PROFILE AND OBJECTIVE

My goal is to deliver general professional service as per the hospitality industry with regulation from the organization with supervision or minimal supervision.

2. HIGHLIGHTS

- Exceptional customer service
- Knowledgeable and friendly
- Service focused

3. WORK EXPERIENCE

JULY 10TH 2019 – OCTOBER 10TH 2019 – Hospitality intern at Simba Oryx Tented Camp

- Kitchen department
- Restaurant department

July 15th 2018-December 25th 2018 -Hospitality Intern at Msambweni Beach House Kitchen Assistance

- Perform food preparation duties such as: preparing salads, appetizers, portioning desserts etc.
- Prepare main special and shorter order request meals under the supervision of Head Chef
- Maintain a clean and sanitary kitchen ensuring it meets guidelines for food safety

Front office

- Register guests, log requests and issue room keys
- Listen and respond to guests' requests or complaints
- Serve as public relations representative for the hotel

Restaurant Service

- Explain menu items to guests and offer information about specials
- Prepare tables for meals, including setting up items such linens, silverware and glassware
- Monitor tables and visit at appropriate times to handle requests and deliver items

Housekeeping

- Greet every guest with a smile and a friendly hello even when busy
- Check rooms to verify vacancies

- Perform post-checkouts inspects and room cleanings
- August 14th 2019-december 24 2020-kisima lodge mlolongo**

.Receptionist

January 22nd 2021-september 14th 2022-Red Buffalo house langata

.waitress

4. EDUCATION & PROFESSIONAL QUALIFICATIONS

2017 – 2020: TSAVO INSTITUTE OF TECHNOLOGY

Diploma in Hospitality Management

- Front Office
- Housekeeping
- Restaurant Service
- Food production

2013-2016: OUR LADY OF MERCY MUTOMO GIRLS SECONDARY SCHOOL

KCSE Certificate: C MINUS

2004-2011: ENZOU PRIMARY SCHOOL-KCPE Certificate: 288/500 MARKS

5. HOBBIES: Cooking, Reading and Charity Work

6. LANGUAGES: English, Swahili, Little German, Kamba.

7. ABILITIES AND ATTITUDES: I am an honest, hardworking and self-motivated individual who is ready to work in a team and eager to help the organization achieve its goals and objectives

8. REFEREES

Mr. Samuel Mureithi

Principal, Tsavo Institute of Technology

Phone: 0724863558

Mrs. Teresia Simiyu

Manager, Msambweni Beach House

Phone: 0728336930

Mr. Samuel Mulu

Kenya Association of Manufacturers

Nairobi

Email: sammutisya@cog.go.ke

Phone: +254-726389860



TSAVO INSTITUTE OF TECHNOLOGY

P.O. BOX 244-80300, VOI - KENYA

CELL: 0721328576 / 0735371776

EMAIL: tsavoinstitute@gmail.com, www.tsavoinstitute.co.ke

MINISTRY OF HIGHER EDUCATION REG. NO. MOHEST/PC/1442/011

17/03/2020

TO WHOM IT MAY CONCERN

RE: CAHARITY KAVATA MUTISYA ADM. 2017/2173

This is to confirm that Charity Kavata Mutisya was a student at Tsavo Institute of Technology, having been admitted in October 2017 to pursue two and a half year diploma in hospitality management. She completed her studies in March 2020, and the examination results are yet to be released.

Charity covered a wide range of units including, Restaurant Services, Front Office Operations and Administration, Housekeeping and Accommodation Studies, Fundamentals of the Hotel and Catering Industry, Food and Beverage Management, Hotel and Catering Law, Human Resource in Hospitality, Hospitality Management, Marketing for Hospitality and Tourism.

In addition she covered German, Entrepreneurship as well as Communication Skills.

She is hardworking and passionate about her career. I therefore do not hesitate to recommend her for any opportunity.

Yours faithfully,

SAMUEL MURIITHI
PRINCIPAL



Amani Safaris Limited.

Msambweni, Kenya

69 73 46

P.o. Box 51, 80404

Mobile: + 254 (0) 723

*Email: info@mbh.co.ke
www.mbh.co.ke*

28TH DECEMBER 2018.

TO WHOM IT MAY CONCERN,

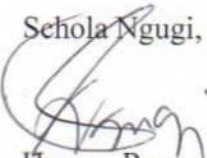
REF: CHARITY KAVATA MUTISYA

This is to certify that **Charity Kavata Mutisya** a student at **Tsavo Institute of Technology** has completed her industrial attachment in our hotel during the period July 2nd 2018 to December 28th 2018.

We found her determined, sincere and result oriented. We wish her success in her endeavours.

Yours faithfully,

Schola Ngugi,


Human Resource Manager

AMANI SAFARIS LIMITED
P.O. BOX 51
MSAMBWENI
80404 KENYA



Date: 29th SEPTEMBER 2019.

TO WHOM IT MAY CONCERN.

RE: CHARITY KAVATA

This is to confirm that the above mentioned person, **Ms Charity Kavata** was an attache' in Simba + Oryx Nature Camp Masai Mara from 5th June to 29th September 2019 where she covered the following sections;

- Reception.
- Food and Beverages Service.
- Food and Beverage Production.

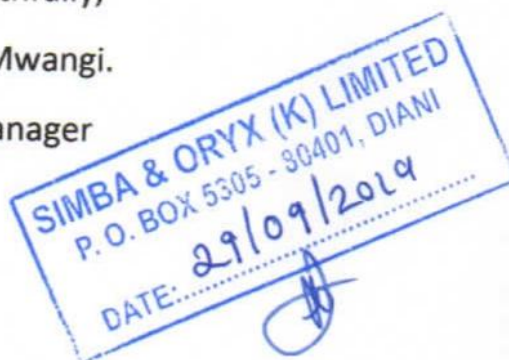
Whilst with us she was eager to learn and she took her work seriously at all times, she was well behaved and cooperated well with team mates and had a ready smile for the guests.

We do not hesitate to recommend her to any potential employer who would wish to engage her services and we wish her all the best in her future endeavors.

Yours faithfully,

Nicasio Mwangi.

Camp manager



5'3" *ft/in* 1.6 *m/cm*

ft/in 1.6 m/cm

Particularités Spéciales

Signature of Passport Officer / Sahihi y
Signature de l'Agent des Passeports

P. Delmings



Reiniger

Signature of Passport Officer / Sahihi ya Afisa wa Pasi /
Signature de l'Agent des Passeports

Type/Aina/Type Country Code/Nambani ya Nchi/Code du Pays Passport No./Nambani ya Pasi/N° de Passeport

CK114905



CHARITY KA

CHARITY KA

Nationality/Utaifa/Nationalité

KENYAN

Date of Birth/Tarehe ya Kutaliwa/Date de Naissance

14 APR 1997

Personal No./Namburi ya Kihinafsi/N° Personnel

3094473

Sex/Jinsia/Sexe Place of Birth/Mahali ya Kuzaliwa/Lieu de Naissance

F MUTOMO, KEN

Date of Issue/Tarehe ya Kutolewa

Issuing Authority: *Mamlaka ya kutoa Pasi/Autorité*

16 JAN 2023

GOVERNMENT OF KENYA

Date of Expiry/Tarhe ya Mwisho/Date d'Expiration

Holder's Signature: *Sahiti ya Mwenye Pasi*

15 JAN 2033

Signature du Titulaire

P<KENMUTISYA<<CHARITY<KAVATA<<<<<<<<<<<<<<<<
CK114905<8KEN9704149F330115534996408<<<<<<10



The Kenya National Examinations Council



KENYA CERTIFICATE OF SECONDARY EDUCATION

This is to certify that the candidate named below sat for the Kenya Certificate of Secondary Education examination in the subjects shown and attained the grades indicated.



13317101/035



NAME: **MUTISYA CHARITY KAVATA**
MUTOMO GIRLS SECONDARY SCHOOL

F1 13317101/035

SUBJECT
101 ENGLISH
102 KISWAHILI
121 MATHEMATICS
231 BIOLOGY
233 CHEMISTRY
311 HISTORY AND GOVERNMENT
313 CHRISTIAN RELIGIOUS EDUCATION
441 HOME SCIENCE

GRADE
D (PLAIN)
D+ (PLUS)
D- (MINUS)
D (PLAIN)
D- (MINUS)
B+ (PLUS)
B (PLAIN)
C+ (PLUS)



SUBJECTS NAMED EIGHT MEAN GRADE C- (MINUS)
EXAMINATION OF YEAR 2016
PRINTED : 170817:14195778

[Signature]

Chief Executive Officer
Kenya National Examinations Council



[Signature]

Chairman
Kenya National Examinations Council

This is a secure document printed using special paper and inks.
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word BARAZA LA MITIHANI and the "ORIGINAL"
embedded thread can be seen through the paper.
Not valid without a hologram.

KCSE/16 2112827



(See overleaf for conditions of issue)



• TSV/2017/2173

Tsavo Institute of Technology

(For Tourism, Hospitality, Business, IT and Community Studies)

P.O Box 244-80300 VOI – KENYA | Cell line: 0721328576, 0735371776

Email: info@tsavoinstitute.co.ke, tsavoinstitute@gmail.com Website: www.tsavoinstitute.co.ke

MINISTRY OF HIGHER EDUCATION REG. NO: MOHEST/PC/1442/011

Congratulations

CHARITY KAVATA MUTISYA

ON THE SUCCESSFUL COMPLETION OF DIPLOMA IN


HOSPITALITY MANAGEMENT

COURSE

Awarded during the 2nd graduation ceremony
held at our Tsavo Institute of Technology Grounds
this 25th Day of March 2022.




TRAINING MANAGER


DIRECTOR OF STUDIES