



## Fazil Marzook

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15+years' Hospitality & Food industry in Finance, Administration and Management experience and Start-Up Ventures / Turnarounds

### PROFILE

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- Demonstrate success in Food Outlets with Central Kitchens development and financial Reporting.
- Successful history in supervision of personnel, service quality and cost control.
- Reputation for displaying superior customer service skill and professionalism.
- Track record of improving P &L by consistently increasing sales and slashing Cost.
- Background in ensuring full compliances to sanitation and safety regulations.
- Proficient in Microsoft office (Excel, Words, PowerPoint, etc.) and Hospitality packages (Fidelio, Opera, Sun business solution. Micros POS etc.)
- Possesses excellent interpersonal skills and the ability to communicate concisely Articulately with Clients and colleagues.

### LEADER SHIP

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#### **Ared Al Thabiah Bakery & Restaurant Group of Company W.L.L**

2008 to date

##### **General Manager**

Directed all aspects of up to 15 outlets with the gross revenue of approx. 140,000/pm. Challenge to reverse decline operations: succeeded by identifying and solving staffing, customer satisfaction and other operational issues. Perform monthly financial analysis to evaluate financial position and clearly communicate expectation and actions to maximize financial performance.

##### **Accomplishment:**

- Produced sales transaction increases of 8% to 6% respectively, from double digit decreases During the last two quarter of the prior years.
- played key role in converting several store to new prototype.
- proactively worked with team in strategy developments that increase **Ared Al Thabiah** retail outlets from 10 to 15 and Introduced **Morrano** Sweets.
- out performed revenue and profit goals consistently, earn recognition and advancement from Fin & administration manager to General manager for all operation.

#### **Safir Internationeal hotel Management (SIHM) Kuwait**

Publicly held :(KSE) Kuwait hotels company managed internationally star hotels.

##### **Accounts Coordinator for New projects - Corporate office (2004 – 2007)**

- Updating day to day corporate office expenses, units management fees
- Assume responsibility for coordinating new projects & developments feasibility studies, Updating the new projects & developments and operational expenses and presentation of Overview assumption of the pre-opening expenses statement with the forecasted budget.
- Involving in setting up the financial system of the units and internal control procedures.

- Involving in the preparation of the operational budget for the new projects.
- coordinating in corporate financial analysis works to check and review unit's monthly Statements

### **Safir Palace Hotel, Reggai Kuwait**

*Previously managed by SIHM*

**Accounts Coordinator cum Income Auditor** (2001 – 2004) joined since pre-opening

- preparing daily Revenue report for the management review
- Day to day auditing process – Reconciled and makes a complete verification of the all Revenue centers sales properly records. Implements and keeps an internal control and Audit system which will ensure the efficient supervision of the Hotel valuables and revenue along with the regular rendering of operating results.
- assisting the Financial Controller in the completion and dispatching on time all reports Require by the administration.
- Coordinates and assisting colleges to accomplish the jobs.
- assists the Financial Controller and the Department heads to preparing for the annual budget reports.

#### **Accomplishment:**

- Develop daily revenue report
- Assisted to the controller to set-up the financial policy procedures and controlling system.
- Train the trainee in the department

### **Abha Palace Hotel, Saudi Arabia**

*5 star deluxe hotel managed by Rose wood Hotels and Resorts USA*

**Financial Accountant –** (1997 – 2001) Joined since pre-opening

- Started as a front office cashier was promoted to higher position in accounting department Income Auditor and finally rose up to accounts supervisor due to good performance and dedication in the assigned duties.
- Relives accounts payable and general cashier whenever needed.
- assisting to the asst. financial controller for month end closing process and preparation of the periodical reports to the management.

#### **Accomplishment:**

- during an absence of the IT manager assisted to the IT administration with the help of the Support service to run the system without any problem around 6 months. Appreciated and recognized by the corporate office in USA.
- Involved with regional financial director corporate office USA to implement pillar system in the hotel to transfer the financial data through intranet to the corporate office.
- Awarded employee of the month.

## **EDUCATION & DEVELOPMENTS**

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### **General Certificate Advance Level – 1989**

The Sri Lanka Examination Board

### **Bachelor of Bossiness Administration - 1995**

The University of Sri Jayawardenepura Sri Lanka

### **Investment Advisor Certification - 1996**

The Sri Lankan Stock Exchange Commission

**Institute of Chartered Accountant Licentiate 1 - 1990**

Accounting, Business Mathematics, Business Communication

**Online Training Financial Management** – The excellence in Financial Management

Evaluating Financial Performance, Financial Planning & Forecasting, Capital Budgeting, and Managing Cash Flow

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**PERSONAL DATA**

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Date of Birth: 5<sup>th</sup> September 1969

Marital Status: Married

Nationality: Sri Lankan

Passport No.: N7017401

Valid Until: 05/04/2027