**Edward Armstrong**  
2100 I Street, NW  
Washington, DC 20053  
Telephone No: 202-994-1897  
Email id: edward\_armstrong@gmail.com

**Objective:**

Looking for opportunity to perform in hotel management field with experience in managing daily hotel activities.

**Summary:**

* Inspires and direct all staff.
* Efficiently improve profitability and income.
* Excellent at capturing potential business opportunity in local market.

**Education:**

Bachelor of Science degree in Business Administration, 2000  
Barry University, Florida.

**Work Experience:**

**Hotel Manager, 2005 to Present  
Lakewood Hotels, Washington DC.**

* Make sure all the staff is proficiently trained to improve service, efficiency and profitability.
* Responsible for controlling staffing and performing employee performance evaluations.
* Handled property functions on daily basis to ensure best performance and persistent upgrading in customer service, employee proficiency and performance, marketing, property ambience and income.
* Assist in the food & beverage operations. Also make sure possessions are in good, working conditions.
* Responsible for allocating, defining and assigning accountability and authority for particular functions to different departments.

**Associate Hotel Manager, 2000 to 2004  
Blue Star Hotels, Washington DC.**

* Communicate with other departments to ensure customer satisfaction, maximum profit and efficiency.
* Also responsible for monitoring and guiding hotel staff to maintain standards.
* Ensured highest profits through expenditure and labor management.
* Maintained the best possible standards regarding services including maintenance cleanliness, sanitation and other facilities.
* Handled all functions regarding food and beverage services which include restaurant, banquet rooms, lounges, kitchen and storage rooms.