

NOMORE SAYI

AB19 GUTU STREET RUGARE, HARARE, ZIMBABWE

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SUMMARY OF SKILLS

- ✓ Good communication skills (oral and written)
- ✓ Cooperative, self-motivated and organized
- ✓ Strong attention to details and accuracy
- ✓ Strong interpersonal skills
- ✓ Flexible and a quick learner
- ✓ Strong team player who can also work on own initiative
- ✓ Good computer skills including MS Word, Power Point and Excel
- ✓ Hands on experience baking Breads, Artisan Breads, Tarts, Confectionery, Pastry, Biscuits, Rolls, Cakes, Fast Food, Catering and Culinary products.

WORK EXPERIENCE

Bhika Brothers t/a The Tea Room Harare, Zimbabwe

10.2020– current

Tea Room and Bakery Manager

- Responsible for the day-to-day operation and leadership of employees.

Golden Crust Bakeries t/a Eat n Lick Zimbabwe

01.2019– 10.2020

National Bakery Department Manager

- Managed 12 central Bakeries in 4 provinces.
- Developed and introduced new product lines to the market.
- Ensured the timely achievement of department goals, within prescribed policies, procedures, and standard business practices.

Hyper Psaro Democratic Republic of Congo

10.2018– 11.2018

Bakery Manager Consultant

Bakery Manager

- Acquired a thorough knowledge of market for bread and other bakery products to enable the Bakery to respond appropriately to market needs either through modifying existing products or creating new lines
- Ensured consistency of bakery products are maintained in adherence to established quality standards
- Achieved the agreed financial and operational aims and objectives and margins as set out in the BOU Budget and Strategic plan.
- Responsible for the marketing, advertising and promotion of the Bakery operation.
- Kept up to date on the latest developments in the industry and to made recommendations to Senior Management for any major changes.
- Developed and introduced new product lines to the market.
- Ensured hygiene and safety standards are met at all times and plan training as and when required for staff
- Monitored staff performance and staff appraisals
- Established effective planned maintenance of equipment and availability of critical spares to ensure reliable operation
- Liaised with the General Manager (Production) regarding the costing and pricing of products.
- Ensured that sufficient raw materials are ordered to maintain a reliable output without exceeding the maximum levels set by the Company.
- Established standard times for each type of production run so that efficiency can be measured and work accurately planned.
- Reviewed monthly with Senior Company Management the operational and financial performance of the bakery by reference to the agreed measures of performance
- Submitted a monthly report on bakery operations on a monthly basis
- Completed monthly Profit & Loss Variance Reporting.
- Attended full management meetings as per Company's calendar of events
- Prepared the Business Operating Unit Annual Budget.
- contributed to the Bakery Strategic annual planning process
- made recommendations in respect of capital expenditure on new equipment

Royal Ascot Super Spar Milnerton, Cape town South Africa 09.2016 – 01.2017

Food Service Departments Manager

Managed the following departments to reach departmental goals:

- Hot foods, Bakery, Salad bar, Kosher, Deli, Fish, Demo, Grill

Food Lover's Market, Parow Cape town South Africa 05.2013 – 09.2016

Retail Bakery Manager

Century Super Spar, Parow, Cape town South Africa 02.2011 – 04.2013

Hot foods/Deli/Bakery Supervisor

EDUCATION

Higher Certificate in Economic and Management Sciences 2015-2016

University of South Africa, Parow Cape town Campus

CERTIFICATION

- First Aid
- PRINCE2 PROJECT MANAGEMENT FOUNDATION CERTIFICATE 2017
- LEVEL 3 Award in Food Safety Supervision for Manufacturing V2.00 (UK) 2017
- LEVEL 2 Food Safety and Hygiene FOR CATERING (UK) 2017