

UNDRAKUNTA MADHU BABU



Date of Birth : 17 oct 2003

Father's Name : Undrakunta Marayya

Marital Status : Unmarried

Languages : Telugu , Hindi, English

Address: H. No: 3-4, Pulluru Village, Mylavaram Mandal, NTR

DISTRICT, Pin Code : 521230

6304449630

undrakuntamadhbabu@gmail.com



CAREER OBJECTIVE

Enthusiastic and service-oriented Guest Service Associate with strong experience in Food & Beverage service. Skilled in guest relations, order management, and delivering exceptional hospitality standards. Seeking an opportunity in Mauritius to contribute my skills and grow professionally in the international hospitality industry.



EDUCATION

SASRZPHS High School Chilukurivarigudem- NTR District

2019-2020

SSC

9.7

Chennais Amirta International institute Of Hotel Management- Hyderabad - JNTE - CSD

2020- 2022

DIPLOMA IN HOTEL OPERATIONS

GRADE- A



PROFESSIONAL EXPERIENCE

LEMON TREE PREMIER HOTEL- VIJAYAWADA

Dec 2021 - May 2022

Internship

Assisted in Food & Beverage operations.

- Gained hands-on training in guest interaction and table service.
- Maintained dining area hygiene and table setups

SODEXO INDIA SERVICE PRIVATE LIMITED

Sep 2022 - May 2025

F&B SERVICE ASSOCIATE

Welcoming and serving guests with professional courtesy.

- Taking and managing orders, ensuring timely service.
- Upselling menu items and enhancing guest experience.
- Coordinating with housekeeping and F&B teams for smooth operations.



KEY SKILLS

- Guest Relations & Customer Service • Food & Beverage Service • Menu Knowledge & Upselling • Order Management • Team Collaboration



ACHIEVEMENTS

- Consistently appreciated by guests for attentive service.
- Successfully handled peak hour service with efficiency.



PASSPORT DETAILS

Passport Number: W9363109 - "Place Of Issue : Vijayawada "
Issue Date : 10/01/2023 | Expiry Date : 09/01/2033



Declaration

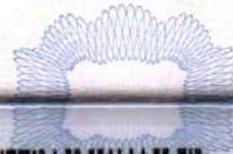
I hereby declare that the above information is true and correct to the best of my knowledge. (U. Madhu Babu

34

वीजा / VISA



INDIAN
PASSPORT



W9363109

पिता / कानूनी अभिभावक का नाम / Name of Father / Legal Guardian

MARAYYA UNDRAKUNTA

माता का नाम / Name of Mother

PUNYAVATHI UNDRAKUNTA

पति या पत्नी का नाम / Name of Spouse

पता / Address

3-4

PULLURU, KRISHNA

PIN: 521230, ANDHRA PRADESH, INDIA

पुराने पासपोर्ट का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

फाइल नं. / File No.

VJ2064928127123

INDIAN
PASSPORT

Board of Secondary Education

ANDHRA PRADESH, INDIA

TU 233076



SECONDARY SCHOOL CERTIFICATE

REGULAR PC/13/12389/0233076/U6

CERTIFIED THAT **UNDRAKUNTA MADHU BABU**

FATHER NAME : **UNDRAKUNTA MARAYYA**

MOTHER NAME : **UNDRAKUNTA PUNYAVATHI**

bearing ROLL NO. : **2013128376**

belonging to **SASR Z P HIGH SCHOOL, CHILUKURIVARIGUDEM, KRISHNA DISTRICT**

has Registered and PASSED SSC Examination held in **MARCH 2020** in **FIRST**

Division with **ENGLISH** as medium of instruction.

DATE OF BIRTH	17/10/2003	DAY	MONTH	YEAR
		ONE SEVEN	OCTOBER	TWO ZERO ZERO THREE

THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS

SUBJECTS	Marks Secured (In figures)	Marks Secured (In words)
FIRST LANGUAGE : (TELUGU)	94	NINE FOUR
SECOND LANGUAGE : (HINDI)	92	NINE TWO
THIRD LANGUAGE : ENGLISH	84	EIGHT FOUR
MATHEMATICS :	98	NINE EIGHT
GENERAL SCIENCE :	94	NINE FOUR
SOCIAL STUDIES :	88	EIGHT EIGHT
GRAND TOTAL : 550	550	FIVE FIVE ZERO

Life Skills Education : GRADE SECURED :

Marks of 1) **A MOLE ON LEFT SIDE OF THE NOSE**

Identification : 2) **A MOLE ON THE CHIN**

GAZETTED HEADMASTER
S.A.S.R.Z.P.HIGH SCHOOL
CHILUKURU VARI GUDEM,
Mylavaram, Krishna District, 521 230



P. Geeta Shree Reddy
SECRETARY

BOARD OF SECONDARY EDUCATION
ANDHRA PRADESH, AMARAVATI

- Life skills Education: The Grade shall be incorporated by the respective Head of the institution before issuing the certificates to the candidates.
- Any corrections in the certificate will not be entertained after one year from the date of issue.
- Any unauthorised correction in the certificate will result in cancellation of certificate.

2020



SERIAL No: 220921



जवाहरलाल नेहरू तकनीकी शिक्षा - कौशल विकास की परिषद
Jawaharlal Nehru Technical Education
Council of Skill Development

(Estd. Under Act 1882, The Government of National Capital Territory of Delhi, INDIA.)
An Institutional Member of National Safety Council and Quality Council of INDIA.
An ISO 9001:2015 Certified Autonomous Organization.

Certificate



REGISTER No : 02-HYD-23-195

Month & Year: Jun-2022

THIS IS TO CERTIFY THAT

Mr/Mrs/Ms : UNDRAKUNTA MADHU BABU

S/o / D/o : UNDRAKUNTA MARAYYA

HAS SUCCESSFULLY COMPLETED THE PRESCRIBED COURSE : DHO **Code :** 5121

Diploma in Hotel Operations

FROM : Jun-2020 **To :** May-2022 **DURATION :** 2 Years **GRADE :** A

CONDUCTED AT : CHENNAIS AMIRTA IIHM
Balkampet, Hyderabad



Grades:
ABOVE 70% - "A"
60% TO 69% - "B"
50% TO 59% - "C"
40% TO 49% - "D"

B. Banthi
CENTER DIRECTOR

Alley
PROGRAM DIRECTOR

Geety
CONTROLLER (EXAMS)

For Certificate Verification Visit : www.jnte-csd.org, Email: info@jnte-csd.org



TO WHOME IT MAY CONCERN

This is to certify that **Mr. Undrakunta Madhu Babu of chennai's Amirta International institute of hotel Management** He successfully Completed the **Industrial Training Program** for front office, Housekeeping, Food & Beverage Service, Food Production Departments at lemon Tree Premier, Vijayawada from 20-12-2021 to 25-05-2022

The student's performance and conduct has been rated as good.

For Lemon Tree Premier, Vijayawada.

(A Unit of Laila Hotels and Resorts)

A handwritten signature in blue ink, appearing to read "T.V. Mukesh".

T.V. Mukesh

Human Resources Manager

Lemon Tree Premier, Vijayawada

Opp Sub Collector office, MG Road, Vijayawada, Andhra Pradesh-520002: INDIA

T+91866 691 9999 | E hi.pvj@lemontreehotels.com

(A Unit of Lalita Hotels&Resorts Private Limited | CIN:U55101AP2001PTC038022

Regd Office: Door No: 27-37-1, Canal Guest House Site, Opp. Sub Collector Office, MG Road Krishna District, Vijayawada, Andhra Pradesh -520002, India

Central Reservation: +919911701701 | lemontreehotels.com





It all starts with the everyday

September 29, 2025

EXPERIENCE LETTER

This is to certify that Undrakunta Madhu Babu (Employee Id: S00123489), was working with our organization from September 10, 2022 to December 01, 2022.

His designation at the time of leaving us was Associate - F&B.

We wish him all the best.

Sodexo India Services Pvt. Ltd.

This document is computer generated and does not require the signature or the Company's stamp in order to be considered valid.

In case of any changes in exit details, including but not limited to revoke of exit, or changes in the last working day, this letter will stand null and void. For such queries, please connect with concerned Regional HR.

Sodexo India Services Private Limited (Formerly Known as Sodexo Food Solutions India Private Limited)

Registered Office :

1st Floor, Gemstar Commercial Complex, Ramchandra Lane Extension, Kanchpada, Malad(West), Mumbai - 400064, India

Tel.: +91 22 4421 4421 | Fax: +91 22 4421 4422 | CIN: U99999MH1994PTC082543 www.sodexo.com



It all starts with the everyday

September 29, 2025

EXPERIENCE LETTER

This is to certify that Undrakunta Madhu Babu (Employee Id: S00189178), was working with our organization from May 27, 2024 to April 03, 2025.

His designation at the time of leaving us was Associate - F&B.

We wish him all the best.

Sodexo India Services Pvt. Ltd.

This document is computer generated and does not require the signature or the Company's stamp in order to be considered valid.

In case of any changes in exit details, including but not limited to revoke of exit, or changes in the last working day, this letter will stand null and void. For such queries, please connect with concerned Regional HR.

Sodexo India Services Private Limited (Formerly Known as Sodexo Food Solutions India Private Limited)

Registered Office :

1st Floor, Gemstar Commercial Complex, Ramchandra Lane Extension, Kanchpada, Malad(West), Mumbai - 400064, India

Tel.: +91 22 4421 4421 | Fax: +91 22 4421 4422 | CIN: U99999MH1994PTC082543 www.sodexo.com