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| Email: Reynaldo.184125@2freemail.com Reynaldo**Current Location:** Dubai**Availability:** I can start for work as soon as possible.**Position Applied for:** Managerial / Supervisory Level | https://s3-ap-southeast-1.amazonaws.com/qxwacket/pictures/appimage/jpegImage/1027090.jpg |

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| **WORK EXPERIENCE** |
|  |
| 1. | Position:  | **Restaurant Supervisor** |
| Duration:  | May 19, 2011 - Aug 17, 2013 (2 years and 3 months) |
| Company:  | Confidential |
| Company Industry:  | Food & Beverage / Catering / Restaurant |
| Location:  | Dubai , United Arab Emirates |
| Department:  | Operations |
|  |  |
| Job Description:  | * Inventory Taking and checks of the various stocks food and non food items
* Ordering and purchase of local items not available in warehouse or out of stock
* Arrange and schedule maintenance on equipments and other related services
* Staff training and evaluation
* Resolving customer complaints in food quality and service
* Ensure sanitation standards in keeping with Dubai City regulations ( PIC Program )
* Monitoring food preparations and standards
* Day to day management of store operations
* Staff scheduling
 |
| 2. | Position:  | **Proprietor** |
| Duration:  | Jan 10, 2010 - March 25, 2011 (1 year 3 months) |
| Company:  | Sweets Arts Galore |
| Company Industry:  | Food & Beverage / Catering / Restaurant |
| Location: | Imus, Cavite, Philippines |
| Job Description:  | * Inventory management of store
* Sourcing and purchase of raw materials for the bakery
* Documentation and registering of the business and related permits
* Ensure that products does not run out and quality issues are dealt with.
* Day to day running of the store.
 |
| 3. | Position:  | **Restaurant Manager in Charge** |
| Duration:  | Nov 23, 1997 - Nov 25, 2009 (12 years) |
| Company:  | Al Majid Jawad Co. WLL / Dairy Queen Grill & Chill |
| Company Industry:  | Food & Beverage / Catering / Restaurant |
| Location: | Doha , Qatar |
| Department:  | Operations |
| Job Description:  | * Inventory management of store outlets thru planned sales using stock inventory ratios
* Coordinating purchases with procurement manager as to quality & availability in area
* Scheduling of Maintenance for equipment and liaising with contractors for other maintenance related systems like fire, LPG systems etc.
* Ensures that Marketing Plan Schedules are implemented accurately and on time
* Conducting spot checks on outlets to ensure adherence to operational control procedures
* Monitor store activities, providing guidance in maintaining standards and customer service.
* Motivation of the team to meet sales targets while keeping standards and waste under control
* Staff Scheduling to maximize productivity while keeping labor costs manageable
* Subjecting Menu / Recipes to HACCP to ensure food safety standards are met from receiving supplies to customer consumption Focused on customer service, training staff and managing operations
* Day to day running of the store.
 |
| 4. | Position:  | **Store Checker** |
| Duration:  | December 1, 1995 - March 1, 1997 (1year and 3 months)  |
| Company:  | The Landmark |
| Company Industry:  | Department Store |
| Location: | Ayala Center, Makati City |
| Department:  | Operations / Logistics |
| Job Description:  | * Checking stocks and inventories of stores, inspecting for defects and damages
* Reviews / checks returned Items from floor
* Maximize and organize work spaces
* Ensures adequate stock levels as per memos issued
 |
| 5. | Position:  | **Shift Supervisor** |
| Duration:  | June 1, 1993 - June 13, 1995 (2 years)  |
| Company:  | Al Mojel Projects Co. Ltd |
| Company Industry:  | Food & Beverage / Catering / Restaurant |
| Location: | Kingdom of Saudi Arabia |
| Department:  | Operations / Logistics |
| Job Description:  | * Checking stocks and inventories of stores, inspecting for defects and damages
* Assigns staff for shift work places
* Maximize and organize work spaces
* Refers customer related problems to Restaurant Manager
 |
| 6. | Position:  | **Supervisor** |
|  | Duration:  | Dec 1, 1990 - Feb 13, 1993 (2 years and 2.5 months)  |
|  | Company:  | Mawarid Food Company |
|  | Company Industry:  | Food & Beverage / Catering / Restaurant |
|  | Location: | Kingdom of Saudi Arabia |
|  | Department:  | Operations / Logistics |
|  | Job Description:  | * Checking stocks and inventories of stores, inspecting for defects and damages
* Track inventory in appropriate system
* Maximize and organize work spaces
* Resolve all other issues at supervisory level
 |
| 7. | Position:  | **Staff** |
|  | Duration:  | Jun 18, 1987 - Jun 18, 1989 (2 years) |
|  | Company:  | Saudi Amusement Centers Co. Ltd. |
|  | Company Industry:  | Food & Beverage / Catering / Restaurant |
|  | Location: | Dammam, KSA |
|  | Department:  | Logistics |
|  | Job Description:  | * Organize stocks and maintain inventories
* Inspect goods for defects and damages
* Organize space in the warehouse and perform cleaning duties
* Notify supervisors of problems that are not resolvable
* Restock materials as and when required
* Process and package goods in a time efficient manner
 |
| 8. | Position:  | **Crew** |
|  | Duration:  | May 10, 1984 – April 15, 1987 (3 years) |
|  | Company:  | Smokeys Sausage World |
|  | Company Industry:  | Food & Beverage / Catering / Restaurant |
|  | Location: | Dammam, KSA |
|  | Department:  | Operations |
|  | Job Description:  | * Organize stocks and maintain inventories
* Maintains cleanliness of the store
* Serves guest orders
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| **EDUCATION** |
|  | **Highest Education** |  |
| Education Level:  | College Level (Undergraduate) |  |
| Education Field:  | Engineering(Aviation/Aeronautics/Astronautics) |  |
| Course:  | BS Aeronautical Engineering |  |
| School/University:  | Patts College Of Aeronautics |  |
| Location:  | Lombos Ave. Paranaque |  |
| Date:  | Jun 1981 - Apr 1983 |  |
|  | **Second Highest Education**  |  |
| Education Level:  | High School Diploma |  |
| Education Field:  | Others |  |
| Course:  | High School Grad |  |
| School/University:  | Pio Del Pilar Educational Institution |  |
| Location:  | Makati City |  |
| Date:  | Jun 1977 - Apr 1981 |  |

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| **LICENSES/CERTIFICATIONS** |
|  | **License/Certification** |  | **Date** |
| 1. | Person in Charge Certificate |  | Mar 24, 2012 |
| 2. | Drivers License |  | Jan 14, 2010 |

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| **TRAININGS/SEMINARS** |
|  | **Topic/Course Title** |
| Jan 3, 2012 - Jan 3, 2012  | Basic Food Hygiene COURSEVipin KumarHygeia Quality Consultants Training Site  |
| Jun 14, 2010 - Jun 18, 2010  | International Oil & Gas HSE CertificateRoderico M. DagalEast Ortigas Mansions, Pasig City  |
| Jun 10, 2010 - Jun 11, 2010  | HACCPNestor P. PalabyabPhilippine Trade Training Center  |
| Nov 20, 2008 - Nov 21, 2008 | Basic Food Hygiene & Safety Training ProgramFood Hygiene & Safety DepartmentJawad Business Group  |
| Jan 1, 2008 - Jan 25, 2008  | Leadership Training ProgramIDQ trainorJBG Bahrain IDQ certified Training Center  |
| Jan 1, 2008 - Jan 25, 2008  | Customer Service TrainingShelda LucinadaJBG Bahrain IDQ certified Training Center  |
| Oct 4, 2006- Oct 4, 2006  | System and Management PhaseShelda LucinadaJawad Business Group / DQ Grill& Chill  |

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| **LANGUAGES SPOKEN** |
|  | **Language** | **Proficiency Level**(5=Excellent;1=Poor) |  |
| 1. | English | 5 |  |
| 2. | Tagalog | 5 |  |
| 3. | Arabic | 1 |  |

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| **AVAILABLE DOCUMENTS** |
| **Passport** |
|  |  |  | Expiry Date: | Feb 12, 2017 |
| Place of Issue: | PCG Dubai UAE |  | Date of Issue: | Feb 13, 2012 |
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| **PERSONAL DATA** |
| Date of Birth:  | Jan 12, 1965 |
| Gender:  | Male |
| Civil Status:  | Married |
| Height:  | 168 cm |
| Weight:  | 75 kg |
| Nationality:  | Filipino |
| Religion:  | Christianity – Catholic |
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| **REFERENCES** |
| Wil be provided upon request |  |
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