Visa Status: Tourist Visa

Filipino, Height: 5'5, Weight: 68kg

25 years old -12th September 1990

Status: Single

**CAREER OBJECTIVE**

* To be creative as well as a productive employee of your well-established institution and capably partake opportunely to the headways of the institution through my impartial self-giving alliance considering the knowledge and skills I have learned in the ground of my course.

**EDUCATIONAL BACKGROUND**

**Tertiary Level**

**Bachelor of Science in Hospitality and Tourism Management**

**Major in Hotel and Restaurant Management**

**Minor in Travel and Tours**

Saint Mary’s University

SY: 2007-2013

**Secondary Level**

**Saint Mary’s School of Dupax**

SY: 2003-2007

**Elementary Level**

**Dupax Del Sur, Central School**

SY: 1997-2003

**WORK EXPERIENCE**

**YUI’S RESTAURANT, Manager/Owner**

June 2014 to present 2015

* Oversees the day-to-day operation of a business.
* Hiring, training and evaluating new employees; and ensure that the establishment is on track to meet its financial goals.

**BAYVIEW PARK HOTEL**

June 20, 2013 to June 2014

* **RECEPTIONIST**

Greeting, welcoming, and directing them appropriately; notifies company personnel of visitor arrival; maintains security and telecommunications system.

* **CASHIER**

Greet the customers, handling cash transaction, receive payment ,checking daily cash accounts, guiding and solving queries of customer.

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* **WAITRESS**

-Taking down customers order and serving the food as requested

-Prepares tables for meals, including setting up items such as linens, silverwares and glassware.

-Serve food and/or beverages to customers; prepare, mix and serve cocktails, dishes at tables as required.

**TRAININGS/ SEMINARS ATTENDED**

**Food Safety: Managing with HACCP**

Saint Mary’s University

January 7, 2013

**On-the Job Training Work Ethics**

Saint Mary’s University

January 7, 2013

**International Cuisine**

Saint Mary’s University

January 7, 2013

**Shipboarding**

Seminar/ Workshop & Practicum Immersion

Hotel Operations and Basic Safety on the Ship

May 25, 2012

**Imperial Palace Waterpark Resort& Spa**

Tour Guiding and Tour Costing Seminar

Cebu Philippines

May 24, 2012

**Imperial Palace Waterpark Resort& Spa**

Bedmaking Workshop Imperial Palace

Cebu Philippines

May 23, 2012

**Sofitel Hotel: Hotel Ocular Visit And Hotel Familiarization**

Manila, Philippines

May 22, 2012

**Bartending: TESDA NC II**

Department of Labor and Employment

March 26, 2012

**Food and Beverage: TESDA NC II**

Department of Labor and Employment

September 22, 2011

**Commercial Cooking: TESDA NC II**

Department of Labor and Employment

April 1, 2011

**Front Office Services: TESDA NC II**

Department of Labor and Employment

March 11, 2011

**Baking and Pastry Production: TESDA NC II**

Department of Labor and Employment

January 29, 2011

**Housekeeping: TESDA NC II**

Department of Labor and Employment

May 16, 2010

**ORGANIZATIONAL/ AFFILIATION**

**Member**  Hotel and Restaurant Management Society

School Year 2007-2012

Saint Mary’s University

Bayombong, Nueva Vizcaya

**AWARDS and ACHIEVEMENTS**

January 12,2011 Certificate of Merit

(2nd Semester S.Y. 08-09) Dean’s Lister of Academic Excellence

Saint Mary’s University

**SPECIAL SKILLS**

SKILLS PROFICIENCY

Cocktail Mixing Advanced

Bed Making Advanced

Cooking Advanced

Housekeeping Advanced

IT Skills Advanced

Bartending Intermediate

Baking Intermediate

Table Setting Intermediate

* Computer Literate- Microsoft Word, Microsoft Excel, Microsoft Powerpoint
* Spoken Dialects and Languages- Tagalog, English

**PERSONAL ABILITIES**

* A decision maker, well organized and resourceful
* Ability to learn quickly and use the new found knowledge concisely and accurately
* Highly Motivated, Pleasant Personality, Cheerful and Hardworking with smartness
* Very impressive personality and High standard communication abilities
* Versatile and Multi-tasking
* Excellent in dealing with customers/ client same with office colleagues.

**INTEREST and HOBBIES**

* Adventure, Art, Discovering new things to learn and Travelling.

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**Gulfjobseeker.com CV No:** **1517586**