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 Gulfjobseeker.com CV No:1567938

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***Personal Information:***

Date of Birth: September 13, 1994

Gender: Male

Age: 21

***SKILLS AND INTEREST****:*

**Leadership\Management Skills**

**Communications Skills (Listening, Verbal, & Written) Multicultural Sensitivity\Awareness**

**Research\Analytical skills Problem Solving\Reasoning\Creativity**

**Flexibility\Adaptability\Managing multiple Priorities Planning\Organizing**

**Fluency in English (written & Verbal) Teamwork**

**Interpersonal Abilities Driving**

**Playing Guitar Photography**

***Work Experience***

**KJS Industrial Soln., Inc. – Sales Coordinator (1year)**

**Responsibilities**

 I do calls and set appointment to the customers and Introduce to them my products that we provide for them which is pneumatics products for the factory machines.

**Accomplishments**

My accomplishment is I sell 100,000pesos worth of my products that I sell which is my first product that I sell.

**Jollibee – Grilled Station (3months)**

**Responsibilities**

 My Responsibilities is preparing my station to cook and preparing the foods that I will cook and sometimes I do All-around if there are crew who were absent of work. I make burgers and burger stake, beef steak, etc.

**Accomplishments**

 That would be continuing my cooking that has been stopped by the reason to finish my education.

**Organizations & Certifications:**

**On the Job Training:**

**Cranberry** – Receptionist (F&B)

- Answers phone calls

- Attends guest requests

- Assist guests when arrives

- Guest Relations Officer

- Assist the manager

**Apple** **Tree** **Suites** – Office Assistant, Receptionist (F&B), Cook/Kitchen

-Answers phone calls

-Attend guest requests

- Take orders

- Serve (Dessert & Drinks)

- Make sure the guests are prioritized

- Cooking food orders

-Preparing the dishes

-Preparing the foods to be cooked

**Participations:**

Cake Decorating Competition

Table Set-Up Competition (2nd Placer)

**Philippine National Red Cross:**

* Leadership Development Program
* Leadership Formation Course
* Basic Leadership Training

**LANGUAGE SPOKEN:**

Filipino, English, Arabic

**EDUCATIONAL ATTAINMENT:**

BACHELOR OF SCIENCE IN HOTEL AND RESTAURANT MANAGEMENT

CEBU INSTITUTE OF TECHNOLOGY - UNIVERSITY (CIT-U)

**Date Graduated: 2015**