**First Name of Application CV No 1622022**

Whatsapp Mobile: +971504753686



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<http://www.gulfjobseeker.com/employer/services/buycvdatabase.php>

BIRthday:  **September 26, 1992**

**WORK/TRAINING EXPERIENCE:**

**Full Time Job**

February 04, 2014 – Until February 02, 2016– Nails Time Spa and Salon, Abu Dhabi, UAE.

**-Duties and Responsibilities-**

* Receptionist/Cashier
* Admin Staff

**Municipal Mayors Assistant Secretary**

February 20, 2013-August 2013- Municiaplity of Pantukan, Philippines

-**Duties and Responsibilities**-

* + - * Asst. Secretary
      * Administrative Aid

**Part time Job**

            August 24-January 24, 2012 - McDonalds Tagum, Tagum City

-**Duties and Responsibilities**-

* + - * Service Crew

**On-the-Job Training**

April 4-May 26, 2011         - Grand Men Seng Hotel, Magallanes St., Davao City

-**Duties and Responsibilities**-

* + - * Kitchen Attendant
      * Housekeeping Attendant

**AWARDS AND CERTIFICATES:**

**Certificate of Eligibility:**

* **Career Service Professional Eligibility –**Civil Service Commission, Matina, Davao City.

**Awards of Excellence:**

* **3rd Place Pie Competition  -**Marian Culinary Festival, Tagum City

February 1, 201

**Certificate of attendance:**

* **Stay and Learn Program -**Microtel Inn and Suites**,**Davao City

September 27, 2009

* **Housekeeping Operation Seminar** - Marian Hotel, St. Mary’s College of Tagum

May 15, 2009

**Certificate of Participation**

* **St. Margarette Tour Management Seminars** - Skyrise Hotel, Baguio City

March 26, 2010

* **APEX(Apprenticeship by experience Program)**- SUPERFERRY Vessel

March 29, 2010

**Certificate of Completion**

* **Computer Development System -**USEP Apokon, Tagum City

August 12, 2007

* **On-the-Job Training** - Grand Men Seng Hotel, Magallanes St., Davao City

March 30 - May 4, 2011

* **TESDA (NCII-HOUSEKEEPING) -**ACES, Tagum City

June 24, 2009

* **TESDA (NCII-Food & Beverage)0021 -**KORPHIL, Tibungco, Davao City

December 2, 2011

* **TESDA (NCII-BREAD AND PASTRY) -**KORPHIL, Tibungco, Davao City

December 1, 2011

**SKILLS:**

* **English Language proficiency**
* **Can Handle Multi-tasking as well as customer complaints**
* **Expert in Photo Editing**
* **Have a wide knowledge in Microsoft Offices (Excel, Word, PowerPoint)**
* **Have wide range about Housekeeping**
* **Flexible in terms of work**
* **Customer service professional**

**EDUCATIONAL BACKGROUND:**

**Tertiary**                                                          St. Mary’s College of Tagum

                                                                        Bachelor of Science in Hospitality Management

                                                                        Major in Hotel and Restaurant Management

**Secondary**Pantukan National High School

**Primary**Pantukan Elementary School

**OTHER PERSONAL DATA:**

**Age:                         23**

**Civil Status:             Single**

**Citizenship:             Filipino**

**Height:**                  **164 cm (5’4 ft.)**

**Weight:                    60 kg.**

**Blood Type:             O**