First Name of Application CV No1646946

Whatsapp Mobile: +971504753686



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Birthday: November 30,1985

*EDUCATIONAL BACKGROUND*

Elementary Level:

School: Canossa Academy

Address: Halang, Calamba Laguna, Philippines

School Year Attended: SY 1992 – 1998 (Level 1-6)

Date of Graduation: March 22, 1998

Secondary Level:

School: St. Michael Academy

Address: Catarman, Northern Samar, Philippines

School Year Attended: SY 1998 – 2002 (*1st Yr. to 4th Yr*.)

Date of Graduation: March 20, 2002

Bachelors Degree:

School: University of Eastern Philippines

Address: University Town, Catarman, Northern Samar, Philippines

School Year Attended: SY 2007 – 2011 (*1st Yr. to 4th Yr*.)

Date of Graduation: March 26, 2011

*SKILLS*

* Ethics Skilled
* Customers Service Skilled
* Teamwork Skilled
* Interpersonal and Communication Skilled
* Time Management Skilled
* Organizational Skilled

*WORK EXPERIENCE*

\**RESTAURANT MANAGER* at *“EAGLES GARDEN CAFÉ AND RESTAURANT”*

Job Summary:

*Plan, organize, direct, and coordinate the workers and resources of the restaurant for the efficient, well-prepared, and profitable service of food and beverage.*

Date of Employment: May 2007 – June 2009 ( 2 Years )

Owner: Erlinda F. Adriatico

Contact Number: *+63 917 6566 247*

\**SPECIAL LECTURER* at *“GLOBAL SCHOOL FOR TECHNOLOGICAL STUDIES, INC.,”*

Job Summary:

Carry out research, training and administration within the department especially in the area of Hotel and Restaurant Management.

Date of Employment: June 2011 – March 2012 ( 1st Semester and 2nd Semester )

Contact Person: Aireen Solarta (*School Registrar*)

Contact Number: *+63 919 513 8278*

\**Customer Service Representative at “VXI Global Solutions” (Western Union – U.S.A)*

Job Summary:

Maintains financial accounts by processing customer adjustments. recommends potential products or services to management by collecting customer information and analyzing customer needs. prepares product or service reports by collecting and analyzing customer information. Contributes to team effort by accomplishing related results as needed.

Date of Employment: June 2012 – June 2013

\**SPECIAL LECTURER* at *“NORTHERN SAMAR ACADEMY, INC.,”*

Job Summary:

Carry out research, training and administration within the department especially in the area of Hotel and Restaurant Management.

Date of Employment: June 2014 – October 2014 ( 1st Semester )

\**SPECIAL LECTURER* at *“UNIVERSITY OF EASTERN PHILIPPINES, COLLEGE OF BUSINESS ADMINISTRATION”*

Job Summary:

Carry out research, training and administration within the department especially in the area of Hotel and Restaurant Management.

Date of Employment: June 2015 – October 2015 ( 1st Semester )

*\**LET PASSER – (for Secondary) *March 29, 2015* ( Licensure for Teachers Examination Board )

*CERTIFICATES AND TRAININGS*

Certificate of Appreciation *“COED Student Council BSHRM Representative”*

for the Academic Year 2007 – 2008, University of Eastern Philippines

Certificate of Recognition *“Entrepreneurial Awardee”*

University of Eastern Philippines

Certificate of Recognition *“Pioneer Graduate”*

University of Eastern Philippines

Certificate of Recognition *“Best in Front Office Practice Awardee”*

University of Eastern Philippines

Certificate of Recognition *“Service Awardee”*

University of Eastern Philippines

Certificate of Completion *“Reserve Officers Training Corps (ROTC)”, Component of the National Service Training Program (NSTP)*

University of Eastern Philippines

*TRAININGS AND SEMINARS*

*“Stay and Learn Program”:*

* Career Talk
* Housekeeping Functions
* Food and Beverage Services
* Bartending
* Front Office Basic Operations

Date: October 22, 2009

Held: Microtel Grand Resorts – Mactan Cebu

*“Interactive Competencies in the Workplace”*

Date: July 29, 2011

Held: Global School for Technological Studies, Inc., Catarman Northern Samar.

*“Management and Good Governance”*

Date: February 19, 2010

Held: Ground Floor UEP Hostel University Town, Catarman, Northern Samar

*“HRM Product Exhibit”*

Date: February 24, 2009

Held: UEP Kapihan, University Town Catarman, Northern Samar.

*“Housekeeping Procedure and Bed Making, Food and Beverage Overview”*

Date: October 6, 2008

Held: Manila Hotel, Philippines

*“National Certificate II Housekeeping”*

Date: December 5, 2007

Held: Technical Education and Skills Development Authority, University Town Catarman, Northern Samar.

*“International Institute of Culinary Arts Hotel and Restaurant Management Workshop”*

Date: March 20 - 26, 2010

Held: Ground Floor UEP Hostel, University Town Catarman, Northern Samar.

*“1st Northern Samar TOURISM Assembly”*

Date: September 22, 2015

Held: Dencio’s Grill Brgy. Dalakit Catarman, Northern Samar.