**CURRICULUM VITAE**

**OBJECTIVE:**

**To secure a responsible career opportunity, where I can fully utilize my work**

**experience and management skills, while making a significant contribution to the success of my employer.**

**PERSONAL SUMMARY:**

**A courteous, polite and well-spoken person who is highly efficient and has excellent organizational skills. Possessing a good team spirit, deadline orientated and having a passion for providing the highest standards. A quick learner who can absorb new ideas, communicate clearly and effectively. Keen to find a suitable position where I will be able to continue to increase my work experience & develop my abilities.**

**ACHIEVEMENTS:**

* **Hotel and Restaurant Management Certificate II**
* **Certificate of Competency (Front Office, Food and Beverage Servicing)**
* **Scored 100% in Mystery Shopper for good customer service**
* **Star Employee of the month in EPPCO (Oct.2011 & Jan.2012)**

**PERSONAL SKILLS:**

* **Ability to work well under pressure**
* **Experience in Microsoft Office (Words & Excel)**
* **Excellent telephone manner and Strong customer service skills**
* **Good organization, with attention to detail & Teamwork Skills**

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| **EXPERIENCE:** |  |  |  |
| **\* CASHIER cum SUPERVISOR** |  |  |  |
| **Burger Inn Restaurant** | **- Ajman UAE** | **- April 29, 2014 – April 29, 2016** | |
| **\* C.SA CASHIER** |  |  |  |
| **EPPCO** | **- Dubai UAE** | **- May 13, 2011 – May 13, 2013** | |
| **\* FRONTDESK CLERK** | **- HOTEL CAMILLA II** | | **- Philippines** |
| **\* RECEPTIONIST** | **- PAGCOR, CASINO FILIPINO – Philippines** | | |
| **EDUCATIONAL ATTAINMENT:** |  |  |  |
| **\* HOTEL and RESTAURANT MANAGEMENT** | | **-** | **Saint Vincent’s College** |

**TRAINING RECORD:**

**\* Managing Customer Service – EPPCO Training Center – Dubai UAE \*Food and Beverage Services – Sibugay Institute – Philippines**

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| **PERSONAL DETAIL:** |  |  |
| **Date of Birth** | **:** | **March 01, 1990** |
| **Religion** | **:** | **Catholic** |
| **Marital Status** | **:** | **Single** |
| **Language Proficiency** | **:** | **English, Tagalog** |

**First Name of Application CV No:** **1656762**

Whatsapp Mobile: +971504753686

