**First Name of Application CV No 1660716**

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#### **Objective**

To be professionally associated with an esteemed organization with an objective to utilize my education, skills and experience more meaningfully by working towards achieving the goals of the organization and to become an expert in the field of Sales Management, Automotive, Mechanic and Food Beverage as to provide better customer satisfaction.

**Work Experience**

**Pizza Hut – Kingdom of Saudi Arabia**

Mawarid Food Company

May 18, 2012 – July 18, 2014

**Position:** Service crew

**Duties and Responsibilities:**

* Responsible in assembling the order from the customer.
* Responsible in training new staff in the transportation and logistics department.
* Responsible in all logistics shipment of good within the kingdom of Saudi Arabia and neighboring countries.
* To present menu, take order, suggest and recommend appropriately.
* To attend and respond to guests’ needs promptly and professionally.
* To present bills to diners, collect payment and give to the cashier, return change or credit card to diners.
* To perform general housekeeping and cleaning duties, including sweeping, mopping, cleaning glasses, furniture & fittings, laying of tables and up-keeping of rest room etc.
* Inform customers about daily specials
* Greet customers, present menus, make recommendations and answer questions regarding food and beverages
* Maintained cleanliness in the work stations.
* Analyzed customer complaints and feedbacks for constant improvements

**Optima Fashion Collection Children’s – Naga City**

Optima Fashion Collection

October 2014 – December 2015

**Position:** Sales Demo

**Duties and Responsibilities:**

* Ensure that each customer gets outstanding service by providing a friendly environment which includes greeting and acknowledging every customer, maintaining solid product knowledge and all other aspects of customer service.
* Assisting shoppers to find the goods and products they are looking for.
* Stocking shelves with merchandise.
* Answering queries from customers.
* Reporting discrepancies and problems to the supervisor.
* Giving advice and guidance on product selection to customers.
* Keeping the store tidy and clean,
* Working within established guidelines, particularly with brands.
* Attaching price tags to merchandise on the shop floor.
* Receiving and storing the delivery of large amounts of stock
* Keeping up to date special promotions and putting up displays.
* Greeting customers who enter the shop.
* Responsible for security within the store and being on the lookout for shoplifters and fraudulent credit cards.etc.
* Responsible dealing with customer complaints.

**Metro Main Star Asia Corp. Mall Of Asia**

Metro Main Star Asia Corp.

September 2010 - January 2011

**Position:** Merchandiser

**Duties and Responsibilities:**

* Ensure that each customer gets outstanding service by providing a friendly environment which includes greeting and acknowledging every customer, maintaining solid product knowledge and all other aspects of customer service.
* Assisting shoppers to find the goods and products they are looking for.
* Stocking shelves with merchandise.
* Answering queries from customers.
* Reporting discrepancies and problems to the supervisor.
* Giving advice and guidance on product selection to customers.
* Keeping the store tidy and clean,
* Working within established guidelines, particularly with brands.
* Attaching price tags to merchandise on the shop floor.
* Receiving and storing the delivery of large amounts of stock
* Keeping up to date special promotions and putting up displays.
* Greeting customers who enter the shop.
* Responsible for security within the store and being on the lookout for shoplifters and fraudulent credit cards.etc.
* Keeping up to date with special promotion and putting up displays.
* Responsible dealing with customer complaints.

**Metro Main Star Asia Corp. Mall Of Asia**

Metro Main Star Asia Corp.

2009 – 2010

**Position:** Warehouse Staff

**Duties and Responsibilities:**

* Stocking shelves with merchandise.
* Reporting discrepancies and problems to suppliers.
* Keeping the warehouse complete stocks and clean,
* Keeping the items in proper order by stocks and codes.
* Working within established guidelines, particularly with brands.
* Attaching price tags to items before dispatching.
* Receiving and storing the delivery of large amounts of stock

**On the Job Training and Seminars**

**Profession:** Automotive

* Applied Math- Perform mensurations and Calculation

Read, Interpret and apply specification and manuals

* Study and Thinking Skills-Participate in workplace communication
* Auto Electricity-Service automotive battery, service Ignition system, Test and repair wiring/lighting system, service staring system, service charging system
* Physical Fitness-Work in a team environment, Practice occupational health and safety procedures
* Basic shop practice and preventive maintenance- Apply appropriate sealant/adhesive, use and apply lubricant/coolant, Perform shop maintenance
* Under chassis-Service clutch system, Service differential and front axle, service steering system, overhaul manual transmission, service brake system, service suspension system, perform under chassis preventive maintenance, defensive driving, move and position vehicle
* Work Ethics- Practice career professionalism
* Gasoline/Engine mechanic-Perform Gas engine tune up, diesel engine mechanic ,Perform

Diesel engine tune up, Service engine mechanical system

* Gasoline engine mechanic
* Diesel engine mechanic
* Basic computer operation
* Industry Immersion

**Personal Skills/Qualifications**

* Able to work and willing to work flexible hours to meet the needs of the business.
* Good guts in convincing customer to buy the product.
* Good verbal and written communication skills with the ability to communicate clearly and effectively in all situations.
* Fast learner, cheerful, with positive attitude and have confident manner.
* Extremely organized with high level attention to detail and have ability to multi-task
* Good on making power point look more interesting.
* Having a friendly and engaging personality.
* Comfortable working with member of the public.
* I have a confident manner.
* Helpful and polite.
* I have Knowledge of inventory techniques.
* Smart appearance and articulate

**EDUCATIONAL ATTAINMENT**

**Course**  : Automotive Servicing NC11

TESDA Camarines Sur Institute of Fisheries and Marine Science

Bicol Philippines

**Higher Secondary** : Hobo High School Bicol Philippines

**PERSONAL INFORMATION**

Nationality : Filipino

Sex : Male

Date of Birth : December 30, 1985

Language : Tagalog, English and Arabic

Religion : Catholic

Height : 5’6

Weight : 60kgms