# **CHRIS**



# **Chris325355@2freemail.com**

**SUMMARY**

**A results-oriented professional with over 8 years experience in the pawnshop industry, money-changing (US Dollar) and money remittance; and 6 years experience in supervising the technical team of workers in a car accessories sales and service (mechanical and auto detailing) company.**

**SUMMARY OF QUALIFICATIONS**

* Possess a high level of drive and determination
* Dedicated, hard-working and flexible
* Effective interpersonal skills
* Able to cope and work under pressure and can multitask
* Able to work individually or within a team environment
* Possess a substantial measure of computer literacy

**PERSONAL INFORMATION**

Age : 36 years old

 Date of Birth : June 22, 1980

 Country of Birth : Philippines

 Nationality : Filipino

 Gender : Male

 Marital Status : Married

 Height : 5’7”

 Weight : 65 kilograms

 Languages : Filipino – mother tongue

 English – proficient in reading, writing and speaking

**TRAININGS/SEMINARS**

* January 19, 2007 – Western Union Send Out Training
* January 25, 2005 – Seminar on Anti-Money Laundering Law by Bangko Sentral ng Pilipinas (Central Bank of the Philippines)
* 1 week training in Gold Appraising by M Lhuillier Philippines
* 1 week training in First-Aid by the Philippine Red Cross (a non-governmental organization for humanitarian purposes)

**CAREER HISTORY**

**May 14, 2016 to present**

**INDEPENDENT CONTRACTOR**

**UBER TECHNOLOGIES, INC. (an American multinational online transportation network company headquartered in San Francisco, California)**

* Operate and drive personal vehicle as taxicab or vehicle for hire
* Experience freedom and flexibility while earning

**March 16, 2010 to February 8, 2016**

**SUPERVISOR**

**AUTODRESSCODE, INC., Metro Manila, Philippines**

Responsible for deriving results by providing support, direction and guidance to the technical team in the areas of sales, service, revenue generation and cost control

**Duties:**

* Identify daily tasks that need to be done and delegating them through effective communications
* Supervise the day-to-day activities of the technical team
* Lead, direct and motivate the team
* Ensure schedules and objectives/timelines are met
* Communicate with clients and evaluate their needs and specifications
* Monitoring and responding to changing service level requirements
* Maintain rapport with customers and work to give them the best possible service
* Have a high sense of urgency and able to make effective decisions in a timely manner
* Build professional relationship with all the staff
* Complete all required reports
* Perform additional tasks as assigned by management

**August 19, 2001 to March 15, 2010**

**ASSISTANT BRANCH MANAGER**

**M LHUILLIER Philippines, Inc. (PAWNSHOP/MONEY TRANSFER) – Daraga Branch, Daraga, Albay, Philippines**

Responsible in assisting the Branch Manager in the over-all management of effective branch operations and satisfaction of the clients; ensures that the team meets and exceeds its goals.

**Duties:**

* Maintain expert knowledge of all products
* Responsible for acting as a team leader and ensuring that targets are met
* Meet and exceed all agreed performance objectives
* Can multitask when needed
* Secure adherence to company’s policies and guidelines
* Assist the manager in organizing, planning and implementing strategy and internal process improvement initiatives
* Set examples for other staff in areas of personal character, commitment and work habits
* Point of contact between manager, employees and customers
* Create and foster a motivational work environment, which encourages professional development, team collaboration and high performance
* Identify and confront performance issues - including communication of gaps in performance, coaching to improve performance, clearly setting expectations and taking further disciplinary action as appropriate
* Train and supervise new staff as applicable
* Maintain attendance and punctuality reports
* Promptly handle customer complaints
* Attend all company departmental and general meetings.
* Perform additional tasks as assigned by management

**August 19, 2001 to March 15, 2010**

**VAULT CUSTODIAN/CASHIER/TELLER/GOLD & DIAMOND APPRAISER**

**M LHUILLIER Philippines, Inc. (PAWNSHOP/MONEY TRANSFER) – Daraga Branch, Daraga, Albay, Philippines**

Responsible in maintaining inventory of all pawned items.

**Duties:**

* Monitor the movement of items in and out of the vault
* Regularly check all pawned items and ensure the safety of items inside the vault
* Maintain accurate records of customer contracts and all required reports
* Can multitask when needed
* Secure adherence to company’s policies and guidelines
* Perform additional tasks as assigned by management

**EDUCATION**

# **DIVINE WORD COLLEGE OF LEGAZPI (Legazpi City, Albay, Philippines) – 1999 to 2001**

Course: BACHELOR OF SCIENCE IN COMPUTER SCIENCE (BSCS)

**SPECIAL SKILLS/OTHER INTERESTS**

* Driving
* Gold appraising
* Enjoys music and sports (basketball, soccer, sepak takraw)
* Philippine Red Cross volunteer

**REFERENCES are available upon request**

I hereby certify that the above information are true and correct to the best of my knowledge.