**CARMINA**

**CARMINA.335638@2freemail.com**

# OBJECTIVES

 To be able to enhance my knowledge, communication and interpersonal skills under your company’s supervision and believing that my work output is a reflection of my persona and to become an integral part in achieving your company’s vision.

# EMPLOYMENT RECORD

 **REEL CINEMAS, THE DUBAI MALL**

 **COSTUMER SERVICE REPRESENTATIVE**

 **(Nov.5-2013- Present**

 **MODESH WORLD**

 (**DUBAI WORLD TRADE CENTER)**

 **PART- TIME CASHIER**

 **(July 17-August 28 2013)**

 **PUREGOLD VIGAN**

 **RECEIVING CLERK**

 (Aug 2012 -Feb.2013)

 **LEGEND HOTELS CORPS.**

**Housekeeping and Room Attendant**

**(Jan-July 2012)**

#  KAFFE CAFFE

 **WAITRESS**

 (May-Dec 2011)

# EDUCATIONAL ATTAINMENT

**COLLEGE**

University Of Northern Philippines

Bachelor of Science in Hotel and Restaurant Administration

March 23, 2011 (Graduate)

**ADDITIONAL SKILLS**

* Computer Literate
* Prepared to work shift hours based on operational needs
* Excellent in customer service and relation
* Good and willing to learn new abilities for the upcoming new technologies
* Self-motivated and ability to serve customer with minimum supervision

# SEMINARS AND TRAINING ATTENDED

* **SUPERFERY ABOITIZ TRANSPORT SYSTEM CORP.**

G/F Harbor Center II Bldg. 2 St., Corner, Railroad St., South Harbor Port Area Manila

 Vessel Familiarization Tour

* **SOFITEL PHILIPPINE PLAZA MANILA** (Sardonyx Tours and Travel)

CCP Complex, Roxas Boulevard, Pasay City 1300, Metro Manila, Philippines

Front Office Operations

Personality development

* **OASIS RESTAURANT**

 San Fernando, La Union, Philippines

Personality development

# CERTIPICATES AND DIPLOMA

* Food and Beverages Services NC II
* Commercial Cooking and Bartending Services NC II
* Housekeeping II and Front Office Services NC II
* Bachelor of Science in Hotel and Restaurant Administration

**PERSONAL DATA:**

* Birth Date: March 2, 1991
* Age: 25 Years Old
* Birth Place: Candon City, Ilocos Sur, Philippine
* Civil Status: Single
* Citizenship: Filipino
* Gender: Female
* Laanguage Proficiency: Ilocano, Tagalog, English
* Visa Status: Fathers Visa

# Character references are upon request

I hereby certify that the above mentioned is true and correct according to the best of my knowledge and belief .

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 Applicant Signature