**MICHAEL.338806@2freemail.com**

**MICHAEL**

**CAREER OBJECTIVE**

To obtain a position in a company which will require me to utilize my skills, abilities and experience to company’s improvement and success.

**EDUCATIONAL BACKGROUND:**

**TERTIARY** : **Pamantasan Lungsod ng Maynila (UNIVERSITY CITY OF MANILA)**

 : Intramuros Manila.

 : April 2003

**CAREER OVERVIEW**

***MINISTRY OF INTERIOR***  **:** Ministry Of Interior Diwan Abu Dhabi UAE

**Position**  **:** Office Clerk/ Captain Waiter

**Period**   **:** December 2009 – October 2016

**Job Functions**

• Taking down customer’s orders and serving the food exactly as requested

• Assisting guest to the vacant or reserved tables

• Informing the guest of daily specials

• Clean tables after the guest have finished dining

• Make sure customer receives the service needed

***LACTUM MEAD JOHNSON* :** ISETAN Carriedo Supermarket Philippines

**Position**  **:** Merchandizer

**Period** **:** May 7, 2007 – December 1, 2009

**Job Functions**

• Inventory of stocks and sales

• Refilling Products.

• Maintaining the cleanliness of shelves and racks

• Serve and Assisting Customer

• Preparing Comparative product report

***JAG JEANS*** **:** Robinson Ermita Department Store

**Position** **:** STOCKMAN

**Period**   **:** June 6, 2006 – November 5, 2006

**Job Function**

• Serve and Assisting Customer

• Preparing Comparative product report

• Maintaining stock balance of Display area

***EVER PATRANCO SUPERMARKET*** **:** Quezon CityPhilippines

**Position**  **:** Merchandizer

**Period**  **:** December 1, 2005 – May 2, 2006

**Job Functions**

• Inventory of stocks and sales

• Refilling Products.

• Maintaining the cleanliness of shelves and racks

• Serve and Assisting Customer

• Preparing Comparative product report

***ROBINSON DEPARTMENT STORE* :**Tutuban Manila Philippines

**Position :** Receiving Clerk

**Period :** April 9, 2005 – October 9, 2005

**Job Function**

• Receive Stocks

• Checking Stocks Barcode

• Monitor and check stock barcode in different area

***LEE JEANS* :**Robinson Ermita Department Store Philippines

**Position :** STOCKMAN

**Period :** July 4, 2004 – December 4, 2004

**Job Function**

• Serve and Assisting Customer

• Preparing Comparative product report

• Maintaining stock balance of Display area

• Provide excellent customer service.

• Process till transactions of stock presentation.

• Deal with deliveries and stock transfers.

**PROFESSIONAL QUALIFICATIONS**

• Responds well in fast-paced, high pressure environment and adapts easily to new concepts and responsibilities

• With good communication skills

**Skills and Experience**:

• Ability to demonstrate an aptitude for positive, upbeat communication and a desire to sell.

• Motivated and energetic.

• Willing to work in a multinational environment.

• Flexible, and able to work under pressure.

**PERSONAL DATA:**

**Birthdate** : September 24, 1982

**Birthplace :** Manila PHILIPPINE

**Civil Status :** Married

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