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**JANILYN**

Bday: August 25, 1988

Age: 28

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Visa: Visit Visa

Avail: As soon as possible

**CAREER OBJECTIVE:**

To contribute my skills and knowledge which I acquired from my professional experienced in different fields that would result to innovation and greater contribution to the company.

**WORKING EXPERIENCE:**

**MAF HYPERMARKET (Carrefour)**

**CENTURY MALL BRANCH-DUBAI**

***Pastry & Bakery Chef*** June 2015 – Dec. 2016

* Prepare, display and decorate cake according to requirement.
* Taking cake orders.
* Baking and packing of the breads.
* Scanning of the waisted items.
* Make stock taking.
* Making stocks order.
* Potential Supervisor.

***Sales (perfume & beauty products)*** April 2015 – June 2015

* Greet customers.
* Demo /sampling of the products to customers.
* Offer products in “Promotion”.
* Make sure that the products are display according to correct arrangement.
* Clean the area.

***Cashier*** January 2014 –March 2015

* Smile and greet customers.
* Scan the purchase items.
* Accept payments thru Cash/Credit Card.
* Help packing of the purchased items.
* Cash counting.

**SINGAPORE (OFW)** Dec. 2011 – October 2013

* Maintain the cleanliness of the house.
* Do the grocery daily.
* Taking good care of the Cats.
* Academic (English and math) Tutorial for the 4 yrs old child of my employer.
* Helping the child of my employer for her school assignment and projects.
* Accompany the child of my employer going to School.
* Help staff in the Coffee shop for packing the cookies.
* Cook (western and asian foods)

**LABNEY KINDERGARTEN SCHOOL** June 2011 – December 2011

**LABNEY, SAN JACINTO PANGASINAN, PHILIPPINES**

***Kindergarten Attendant***

* Assist classroom teacher(s) in performing specific duties as assigned or undertaking specialized tasks.
* Assist in providing individual and small-group instruction in order to adapt the curriculum to the needs of pupils' intellectual abilities.
* Assist in establishing and maintaining standards of student behavior.
* Prepare instructional materials; reads to students.
* Conduct learning exercises with small groups of pupils.
* Alert the teacher to special needs of individual pupils.
* Provide escort and assistance to children as necessary.
* Check students work for compliance with teacher's instructions.
* Collect and display suitable material for educational displays; prepare displays; decorate classroom.
* Help maintain order in the classroom.
* Perform a variety of office assistance tasks such as photocopying, filing, answering the telephone, etc. as required.

**MCDONALDS PHILIPPINES**

**ROBINSONS GALERIA MALL**

**ORTIGAS, QUEZON CITY, PHILIPPINES**

***Service Crew*** January 2009 – February 2011

* Cashiering.
* Greeting customers while offering super customer service attention, taking, assembling and presenting food orders.
* Cleaning in accordance to our company’s sanitary standards including but not limited to: sweeping and mopping floors, cleaning walls, tables, counters, and kitchen and service equipment.
* Cleaning the customer service area, removing trash, cleaning restrooms.
* Assisting new crew members in learning their new job skills.
* Backing up other crew members in their jobs, assist in any area to ensure that the food is being prepared, packaged and delivered to customer in a timely manner.
* Checking stock of products and insuring proper stock levels and rotation.

**EDUCATION:**

**SEMINARS/TRAINING**

Seminar Workshop on Integrated Hotel, Restaurant Feb. 2010 – Apr. 2010

And Passenger Ship Operation Specializing in Waiter

Housekeeping, and Cabin Stewarding

**TESDA – VOCATIONAL COURSE** Oct. 2009- Nov. 2009

Basic Cooking and Baking

**HIGH SCHOOL GRADUATE** June 2000- March 2004

San Jacinto National High School

Pangasinan, Philippines