**Miracle**

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| **CAREER OBJECTIVES:** |

Seeking new challenges and oppurtunities that leverage may strongly developed and cross-transferrable skills and knowledge

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| **EMPLOYMENT HISTORY** |

CEDAR TREE FZCO.

**Waitress/ Barista**

 October 13, 2014-December 17,2017

Dubai

Boulevard Zone Cafe

**Waitress/Barista**

May 26, 2013- October 12, 2013

* Greet the customers coming and leaving the shop
* Serve and assist customer’s orders
* Answering phone calls and taking orders
* In-charge of cashiering work
* Responsible for creating the product tag and marketing ads
* Encoding orders of customers and other transactions for all the branches

Abu Dhabi National Hotels-Compass LLC (AL-Ain)

**Housekeeping Staff**

July 12, 2010- September 21, 2011

**Junior Supervisor**

September 22, 2011- May 25, 2013

* Lead the staff for proper safe work procedure.
* Conducting toolbox training everyday
* Creating a sense of personal responsibility for safety and in the unit thereby reducing the risk on incidents in the workplace
* Reporting any accidents or incident to my superior which may occur in the unit.
* Checking that all facilities associated with equipments operators is maintained to the highest standard
* Maintaining the proper handling of chemical in accordance of the MSDS and necessary PPE is being implemented by all staff.
* Monitoring the supplies needed in the unit.

Rural Health Unit 1 ( Dinalupihan, Bataan)

 **Health Aide/Receptionist**

 July 1, 2006- July 2010

* Gives immediate nursing care assistance
* Participate with patients education, socialization for optimum health
* Giving different vaccination
* Take patient’s blood pressures, temperature, pulse rate and respiratory
* Prepare patients for examinations and surgery procedures with specific explanation to the patient
* Assist patients in food handling and activities of daily lives
* Take clients records for filling
* Answer phone call
* Conducts health education among elderly groups as to maintain hygiene and nutrition.

SM Megamall Pampanga

**Cashier/Sales**

June 8, 2004- June 30, 2006

* Exceed guests’ expectation by actively listening to their needs in order to provide amazing service in a timely manner at the point of sale.
* Maintains a clean POS area and assists with sorting merchandise, when not serving a guest, in order to return the product to the floor as quickly as possible.
* Has a high awareness regarding the length of purchase lines and immediately notifies the Register Complex Supervisor of a need to open additional registers.
* Sorts hangers and hard tags after each purchase.

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| **EDUCATIONAL BACKGROUND** |

**Tertiary:** Bataan Colleges

 Balanga Bataan

 **Midwifery**

 A.Y. 1998

 **Board Passer**

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| **SPECIAL SKILLS** |

* **Strong communication skills**
* **Good interpersonal skills**
* **High performance in teamwork**
* **Enthusiastic, hard worker and self motivated**
* **Ability to handle staff**

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| **PERSONAL PROFILE** |

* **Age:**  40
* **Birthday:** September 7, 1975
* **Nationality:**  Filipino