**MERWIN**

Merwin.363178@2freemail.com

**CAREER OBJECTIVE**

To employ my knowledge with the intention of securing a professional carreer with opportunity for the challenges and carreer advancement, while gaining knowledge of new skills and expertise. Im also willing to learn a lot of things to improve my skills and to gain more experience.

**SKILLS**

* Computer skills such as (Microsoft Word, Microsfot Excel, Microsoft Power Point).
* Strong written and verbal communication skill.
* Ability to work even under pressuse or in stressful situations.
* Establish good working relationships with the guests or customers.
* Can work as part of a team.
* Follow established workplacee rules and guidelines.
* Good customer service.

**EDUCATIONAL BACKGROUND**

College Graduate : Bachelor of Science in Hotel and Restaurant Management

 De La Salle Lipa- Lipa City Batangas

2012- 2016

**PERSONAL INFORMATION**

Age : 20

Height : 5’9

Nationality : Filipino

Civil Status : Single

Birthday : 05/23/1996

**WORK EXPERIENCE**

Mount Malarayat Golf and Country Club- Le Chef Restaurant

Barangay Dagatan, Lipa City Batangas

Destination: Food Server/Waiter

May 2016- November 2016

Duties and Responsibilities

* Smiling and greeting the guest/s upon arrival, using known guest’s name as soon as it becomes known.
* Taking orders of the guests.
* Inspects the dining room serving stations for neatness and cleanlines, and requisitions.
* Guiding guest through the restaurant menus, answersing questions and offering suggestions.
* Prepare the bills for beverages and meals ordered.
* Using sales technique to attract the customers.
* Ensuring that everyone follow the standard sanitation and cleanliness for the next user.
* Providing better solution for the guest complaints.
* Thaking the guests before they leave the table.

**TRAININGS AND SEMINARS**

 **International Study Tour**

 “European Culinary and Mock tail Mixology Workshop”

 SHATEC - The International Hotel & Tourism School Singapore

 March 2015

 **ON THE JOB TRAINING**

 Café Le Barako, at De La Salle Lipa

 300 hours- trainee on Food Server, Front Office, Kitchen Staff.

**REFERENCE**

 Available Upon Request

*I hereby certify that the above information are true and correct according to the best of my knowledge and my experience. If selected I assure that I would perform to the best of my abilities.*

**MERWIN**