RICHARD

RICHARD.365928@2freemail.com

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**CAREER OBJECTIVE:**

**To grow in advance in a company or organization and contribute towards its success through working hard and possessing right attitude towards work.**

**EMPLOYMENT RECORD:**

**Restaurant Supervisor Restaurant Manager**

January 2017 – present August 2016- Dec 2016

**IKEA, Abu Dhabi** **Dunkin Donuts Company**

Abela and Company LLC **Manila Philippines**.

**United Arab Emirates.**

**Restaurant Asst. Manager HR Assistant**

September 4, 2010- January 2016 March 2009- June 2010

**Qatar University Project** **Far Eastern University, Manila**

Integral Food Services/Global Venture Group

**Doha Qatar**

**Duties and Responsibilities:**

* Prepares food for the whole day business,
* Forecasting the availability of the product before the day end.
* Ensures the availability of the product for the next day business.
* Endorse any left-over product that should be prioritized to avoid any discrepancy on the quality of the product to be served.
* Performs the first in first out policy
* Maintain the cleanliness of the working area from time to time.
* Prepares Thirst quenchers and juices.
* Handling cash
* Daily ordering in the store
* Purchasing
* Monthly report and annual report
* Daily inventory ( expiration of the products)
* Hygiene and sanitation Standard must be applied.

**EDUCATIONAL BACKGROUND:**

**2009 Graduated Bachelor of Science in Psychology**

**Universidad De Manila**

**(Consistent Scholar)**

**Mehan Gardens, Manila**

**1999-2003 San Francisco High School**

**Quezon, City**

**1993-1999 Bonifacio Memorial Elementary Schools**

**Quezon, City**

**TRAINING/SEMINAR’S:**

* **First Aider (IKEA Abu Dhabi)**

**March 15, 2017**

**United Arab Emirates (Certified First Aider)**

* **Global Venture Group (Integral Food Services)**

**March 2013**

**Doha Qatar (ESSENTIAL FOOD SAFETY TRAINING)**

**: Participating with the group of people regarding Food cross Contamination.**

* **Smile Effect Training (IKEA Abu Dhabi)**

**March 07, 2017**

**United Arab Emirates (Customer Service Certified)**

**PERSONAL DATA:**

**Gender: Male Age: 31**

**Status: Single Birth Date: 05 March 1986**

**Height: 5’6 Birth Place: Manila Hospital**

**Citizenship: Filipino Religion: Roman Catholic**

**SPECIAL TRAINING AND ACTIVITIES:**

**Sept. 13 – Oct. 19, 2016 Sales Management Training Program (SMTP)**

 **with Food Safety Training.**

**By: Golden Donuts Inc. (Quezon City)**

**October 7, 10 & 13, 2016 TRAINER’S Development Program (ELITE)**

 **By: Golden Donuts Inc. (Quezon City)**

**March 30, 2006 Building a Positive Relationship**

**Far Eastern University**

**April 04 - 06, 2005 Team Building**

**Camp Boso, Boso, Antipolo, City.**

**Achievements: Best Camper**

**Best Group**