**NORMINA**

**NORMINA.367812@2freemail.com**

**SUMMARY OF QUALIFICATION**

Ability to Lead train and maintain an Enthusiastic, Productive Staff Proven Skills to seek out potential Sales in a new market area, Strong Analytical Planning Skills Self Motivated, Productive efficient Work habits.

To be a part of your company that would enhance and utilize my skills and knowledge in whatever words that would be assigned to me as part of the team.

**PROFFESSIONAL EXPERIENCE**

Extensive Experience in Management, customer service relations Sales negotiating and Marketing.

**Employment History**

**PAPPAROTI CAFE**

Central Boulevard, Downtown United Arab Emirates

February 24, 2015 - March 9, 2017

**CASHIER/WAITER/BARISTA**

BARISTA; utilize knowledge of coffee drink combinations to prepare highly specific coffee; stock work station; maintain sanitary and tidy work area. Apply knowledge of bean varieties, up selling.

WAITER:

* Greet the Customers
* Take the Order and suggest selling
* Assemble the Order

**SCOPRO OPTICAL CORP.**

Manufacture Riflescope Product

**Standard Quality Control**

Is a procedure or set of procedures intended to ensure that a manufactured product or performed service adheres to a Defined set of quality criteria or meets the requirements of the client.

**RUSTAN’S STORE**

Unit 49 Garden Court, Mega Mall Edsa Cor. Shaw Blvd. Mandaluyong City Philippines: January 5, 2012 - July 5, 2012

**SALES LADY**

Routine of Work Costumer Service (Sales Lady & Cashier ) for all sports Ware,

Ladies/Men &Children wear Ladies/Men’s Shoes and Sports equipments section

Attend Seminar for learning how toin crease my skills and to know how to use the product.

Give flyers for all people to know if there’s a new product and if have sales for this Month.

**QUANTUM AMUSEMENT CORP.**

Unit 2A, Co-creators Bldg no.61 Liamzone St. Midtown Ph-31, Marikina City Philippines

Philippines : Aug 08, 2014 – Jan 25, 2015

**HEAD REDEMPTION & CASHIER/CLERK**

Greet the Customer

Buy token or card. before your play

Every day I have inventory for Redemption item

Every Monday and Tuesday I have report for Redemption

Every 1st week and 3rd week of the month I have deliver for Redemption item

**MC DONALDS**

Market Market Fort Bonifacio Global City Taguig City

Philippines: May 16, 2009 – November 16, 2009

**JOLLIBEE BELARSENT FOOD CORP.**

Market Market Fort Bonifacio Global City Taguig City

Philippines: November 11, 2013 – April 09, 2014

**JOLLIBEE CALA FOOD CORP.**

Unit 49 Garden Court, Shangrilla Mall Edsa Cor.Shaw Blvd.Mandaluyong City

Philippines: August 17, 2012 – January 17,2013

**CASHIER/SERVICE CREW**

**Duties and Responsible**

Pocus the Customers

Advising the Customers

Deliver 100% the Customers Satisfaction

Providing Customers with an Enjoyable the store Experience Meet the sales target

**PERSONAL QUALIFICATION**

Hard working

Respect of the Manager Respect my workmate Fast Learner

Positive Thinking Computer Literate Power point

**EDUCATION BACKGROUND**

**TERTIARY** : INFOTECT ARTS AND SCIENCE INC.Hotel and Restaurant Management

2011-2012

VOCATIONAL COURSE: NC2 Cetificate of Therapy