****

**Divine**
Email Add: divine.380854@2freemail.com

**OBJECTIVE**

Intend to build career at leading corporate of hi-tech environment with committed and dedicated people who will helpme to explore my self and realize my potential. Willing to work as a key player in player in a challenging and creative environment.

**SKILLS AND STRENGHTS**

* Computer literate, competent in MS office and windows based computers.
* Well developed communication skills.
* Flexible with schedule and department shifting
* Ability to work under pressure and perform tasks with minimal supervision.
* Dedicated self starter with the ability to multi-task and identify assess and resolve problems quickly and effectively.
* Always wanting to improve and move higher within the company structure.

**PERSONAL DATA**Age:    29
Date of Birth:    May 22, 1988
Gender:    Female
Civil Status:    Single
Height:    160.06 cm
Weight:    60 kg
Nationality:    Filipino
Religion:    Christian - Catholic

**WORK EXPERIENCE**:

Position: **TEAM MEMBER/CASHIER**

Duration: May 2016-May 09, 2018

Company: Pizza Hut (EDI)

Company Industry: Food and Beverage Services

Location: Um Suquim St., Jumera 3 Dubai

Job description: Built rapport with guest

Execute standard sequence of service in dinning

Knowledge in cash handling and billing using POS

Position:    **TRAINER**
Duration:    Jan 8, 2008-May 2015
Company:    BUSINESS & ENGINEERING SCHOOL OF TECHNOLOGY
Company Industry:    Education & Training Services
Location    POBLACION CENTRO TABUK KALINGA
Department:    TOURISM
Job Description:    Develops training curriculum and learning materials;
 Packages learning/training materials;
Facilitates training and events relative to Green TVET;
Conducts researches and studies;
Prepares, analyzes and evaluates researches and program:
Prepares and submits required report;
Markets programs services;
Serves as tour guide; and
Performs other functions as may be assigned.

 **EDUCATION**

Education Level:    Vocational Diploma / Short Course Certificate
Education Field:    Education/Teaching/Training
Course:    Bachelor of Elementary Education
School/University:    KalingaApayao State College

**LICENSES/CERTIFICATIONS:**
  TRAINERS METHODOLOGY COURSE

Mar 23, 2013
 FOOD AND BEVERAGES NC III

Sep 27, 2012
 BARTENDING NC II

Nov 28, 2010

 FOOD AND BEVERAGE SERVICES NC II

Nov 27, 2010

 HOUSEKEEPING NC II

  Feb 28, 2009

BARISTA

   April 30, 2009

**TRAININGS/SEMINARS**

Date: Jan. 7 2013
Topic/Course Title:    TRAINERS METHODOLOGY COURSE
 TESDA Bagiuo
 Baguio City School Of Arts and Trades

Date: Sep. 10, 2012- Sep 28, 2012

TRAINERS SKILLS UPGRADING PROGRAM (National Level)
NATIONAL TVET TRAINERS ACADEMY
BAGUIO CITY SCHOOL OF ARTS AND TRADES