

## Gervin

## Gervin.77996@2freemail.com

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| **Objective:** |

To be able to qualify for a position related to my field of specialization, which will serve not only as a career growth but also as a challenge to my profession.

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| **Skills and Core Competencies:*** Customer Service
* Cashiering
* POS system
* Coffee Brewing
* Latte and Fudge Art
* Ms Office Application
* Coffee Blending

**Work Experience:** |

**Cafe Barberra/Black Iris Cafe**

**Supervisor**

**Dubai, U A E**

**November 2016 to present**

**Al hassim café**

***Supervisor/Barista***

Dragonmart mall

Dubai, U A E

2009 to 2016

**Duties and Responsibilities:**

* Directly supervises operations during a shift to make sure that food handling and product preparation follows the company’s standard procedure.
* Assist customer needs and provides information regarding about the food that we prepared.
* Train workers in food preparation, and in service, sanitation, and safety procedures.
* Supervise and participate in kitchen and dining area cleaning activities.
* Take customer orders, maintain cash drawer, prepare sandwiches, desserts and other food items.
* Report directly to the store manager regarding product consumption and stock.

**Al Bustan Bakery and Sweets**

***Warehouse assistant***

Al qusais Dubai, Uae

September 2008 – June 2009

**Duties and Responsibilities:**

* . Receiving, moving, checking and storing incoming goods.
* Checking and inspecting goods received and ensuring they are of accurate quantity, type, and also acceptable quality.
* Packaging and labelling products before they are dispatched.
* Helping to ship out over 500 lines every day.
* Picking and packing products.
* Selecting space for storage and arranging for good to be placed in the designated areas.
* Making sure that all inventory processes are completed on the same day.
* Loading and unloading lorries, vans and other vehicles.
* Maintaining and servicing warehouse tool, machinery and trucks.
* Labelling goods that have arrived at the warehouse.
* Operating a forklift, boom truck and front-end loader.
* Welcoming and helping clients who visit the branch.
* Contacting transport companies and coordinating dispatch and delivery with them.
* Preparing deliveries for the van drivers.
* Moving and organising stock.

**Educational Background**:

***B.S HOTEL AND RESTAURANT MANAGEMENT***

The Fisher Valley College

Metro Manila, Philippines

S.Y March 2003-2007

**Personal Information:**

Civil Status: Single

Citizenship: Filipino

Date of Birth: April 03, 1989

*I hereby declare that all the above information are true and correct.*