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**STEPHANIE KAYE J. CASPE**

Phase 1-A B10 L21 Mabuhay Homes 2000

Pantok Binangonan , Rizal

09611020545 / email : [kcaspe16@gmail.com](mailto:kcaspe16@gmail.com)

**OBJECTIVES :**

* To operate in a dynamic, challenging, and simulating environment; which provide opportunities for self-development, long term career development as well the chance to be part of a team of highly motivated professionals especially Hospitality Industry.

**SKILLS :**

* Organizing and Planning
* Secretarial
* Computer literate, MS Word, MS Powerpoint, and MS Excel
* Encoding

**WORK EXPERIENCE :**

* + **SODEXO ON-SITE SERVICES**

***Command Center Agent***

Paseo de Roxas , Makati City

June 2018 - April 2019

* **MAX’S RESTAURANT**

***Customer Service Associate***

Antipolo City, Rizal

November 2017 - April 2018

* **SAMBOKOJIN BUFFET RESTAURANT**

***Receptionist former Food attendant***

SM Megamall , Mandaluyong City

June 2017 – September 2017

**SEMINARS ATTENDED**

***New Trends in Beverage Services and Molecular Gastronomy Mixology* -** March 17, 2017

Siena College of Taytay, Taytay, Rizal

***Career Orientation Seminar in the Cruise Line Industry* -** March 10, 2016

MIHCA Magsaysay Institute of Hospitality and Culinary Arts

Times Plaza Building, UN Avenue Corner, Taft Avenue

***Hotel Immersion* -** September 23,2014

Acacia Hotel Manila, Alabang, Muntinlupa City

**EDUCATIONAL BACKGROUND**

**TERTIARY**

*Siena College of Taytay*

Bachelor of Science in International Hospitality Management

E. Rodriguez Ave. Brgy. San Isidro, Taytay, Rizal

June 2013 – March 2017

**SECONDARY**

*Vicente Madrigal National High School*

Palangoy, Binangonan, Rizal

2009 –2013

**PRIMARY**

*Sta Ana Elementary School*

M. Roxas St. Sta Ana, Manila

2002 - 2009

**PERSONAL INFORMATION**

**Birth Date :** December 16, 1996

**Age :** 23 years old

**Civil Status :** Single

**Nationality :** Filipino

**Height :** 5’6”

**Weight :** 50kg

**CHARACTER REFFERENCE :**

Dr. Sonny Ferreras

Siena College of Taytay

OJT Coordinator

09166023757

Ashley Mascariñas

Max's Restaurant

Banquet Sales Assistance

09979108660

I hereby certify that above information is true and correct to the honest of my knowledge and belief.

**Stephanie Kaye J. Caspe**

Applicant