



Joseph Clark Rubio Confesor

clarkconfesor11@gmail.com
+639358186927

Present Address:
Poblacion, Kadingilan 8713, Bukidnon, Philippines

Basic Information

Age	Birth Date	Gender	Civil Status
30	May 16, 1992	Male	Single
Height (cm)	Weight (kg)	Nationality	Religion
170	60	Filipino	Christianity - Catholic

Work Experience

I have been working for 6.77 years

Sep 2020 - PRESENT
(2 Years, 8 Months)

Manager

Clark's pizza deluxe
Food & Beverage / Catering / Restaurant
Poblacion kadingilan bukidnon

- ? Manage the day-to-day operations and maintenance of the store
- ? Help preparations of all the stores needed before opening
- ? Learn the in's and out's of running a store and all the proper processes and protocols involve
- ? Responsible for inspecting all safety equipment of the store
- ? Supervising the operation of the store
- ? Keep records, regular logging of store sales and other store information in logbook.

Jun 2018 - Jan 2020
(1 Year, 8 Months)

Marketing officer

Century Properties
Property / Real State
Makati city

- ? Promote properties with ads, listing, and open houses
- ? Advise clients about market conditions, conduct walkthroughs and provide guidance and assistants through the process of buying, selling, or leasing properties
- ? Makes appointments to meet new and existing customers
- ? Evaluates customers skills, needs and builds productive relationships
- ? Meets personal and team sales targets through various customers sales methods
- ? Responsible for agreeing on sales, prices, contracts and payments
- ? Advises customers about turnover of their unit on the schedules and after-sales service
- ? Attend conferences, trainings and keeps up with industry trends

Jul 2016 - May 2017
(10 Months, 4 Weeks)

Messman

Navios Navigation / InterOrient
Food & Beverage / Catering / Restaurant
Meralco Ave. Ortigas Pasig city

- ? Assist in the day-to-day chefs operations and maintenance of the kitchen.
- ? Help preparations of crew's meal, and maintenance duties in kitchen related
- ? Responsible for inspecting all fresh goods, frozen goods and safety equipment in the kitchen.
- ? Keep records, regular logging of kitchen information in logbook.

Dec 2014 - May 2016
(1 Year, 5 Months)

Account Manager

Robinsons Land Corporation
Property / Real State
Meralco Ave. Ortigas Pasig city

- Prepare loyalty contracts, purchase agreements, rental agreements, deeds and other documents for each real estate transaction
 - ? Facilitate negotiations between buyers and sellers
 - ? Show properties to potential buyers and renters
 - ? Generate clients leads to buy, sell and rent property
 - ? Review purchase contracts to ensure terms are met
 - ? Create list for real estate sale properties, with information location, feature, square foot
-

Educational Attainment

Jun 2010 - Oct 2014

Capitol University

Bachelor's / College Degree

Bachelor of science in marine transportation

Government Documents

Passport

ID Number: P2774294B

Place of Issue: DFA NCR EAST

Date of Expiration: Aug 13, 2029

NBI Clearance

ID Number: C512EJPK29-BK207361

Date of Expiration: Mar 24, 2024

Skills

Interpersonal | Cooking | Computer literate

Languages

English