

Asteya Maya M. Martinez

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OBJECTIVE:

To find a career in my chosen career path that will challenge me and allow me to put my knowledge, abilities, and previous experience to effective use for both myself and my job, as well as provide for future development and advancement.

EDUCATION:

B.S. Hotel and Restaurant Management
Cavite State University, Silang Campus
Graduated

AY 2017 – 2022

B.S. Hotel and Restaurant Management
National College of Science Technology
Amafel Bldg. Aguinaldo Highway, Dasmariñas City, Cavite 4114

AY 2012 -2016

EXPERIENCE:

Barista
Joe's Tavern
Crosswinds, Tagatay City

May 16, 2022 – July 15, 2022

Barista and Kitchen assistant
Coffee Project Vista Mall Dasmariñas, Aguinaldo Highway
Brgy. San Agustin 2, Dasmariñas, Cavite, Philippines

July 16, 2022 – March 26, 2023

Key Responsibilities:

- Welcoming the customer, acknowledging their presence, and creating a choice of basic or complicated coffees, teas, hot and cold beverages and setting and preparing pastries in order to fulfill customer needs.
- Opening and Closing the shop, operate the counter, take orders, and engage with customers and coworkers.
- Cleaned the espresso machine, did the dishes, swept the floor, wiped down the tables, and removed the garbage and recycling.
- Prepared a variety of foods, such as meat, vegetables, pasta, pizza according to customer's orders or supervisor's instructions, following approved procedures.
- Supervised, organized, and took part in the cooking operations of cooks and other staff members. During busy times, I also created specialty meals for banquets.
- Prepared meals consistently and in following the directions for cooking, portioning, and waste management.

- Perform tasks including dishwashing, mopping, and general maintenance to maintain a clean and safe working environment in the kitchen and the dining area as a whole.

SEMINARS / TRAININGS ATTENDED:

- Farm Hills Garden Bed and Breakfast – Virtual Internship
Brgy. Ulat, Silang Cavite (Phase III)
March – May 2021
- Webinar Becoming an Excellent Communicator: Championing for a Cause in a Compelling Way
May 2021
- Webinar Synergy of Innovation, Nutrition and Globalization in Sustainability Of Complex Food Systems
April 2021
- Webinar Overview of Sustainability in the Food & Beverage Industry: Policies, Trends, Challenges, and Opportunities
March 2021
- Green Papaya Hotel - (Internship) Housekeeping Personnel
Km. 49, Lalaan 1st, Silang, Cavite
February 2020 – March 2020
- Barista Seminar
National College of science and Technology
January 2014
- 2GO Onboard Training (7 days)
Manila– Dumaguete – Zamboanga
July 2014
- Weddings and Beyond Exposition (Philippine International Convention Center)
August 2013
- TGIFriday's Bar Seminar
TGIFriday's Alabang Town Center
August 2013

SKILLS:

- 8 months Barista, Kitchen staff and Cashier experience
- Set out and refill pastries
- Skilled at making a variety of coffee
- Strong basic coffee-making skills, including grinding, steaming and pouring
- Ability to work independently or as a part of a team
- Excellent communication skills and writing skills, courteous, and service oriented
- Poise under pressure and adaptable to change

I AFFIRM THAT THE ABOVE STATAMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



APPLICANT