

## MIKKI V. NATALIO

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### OBJECTIVE

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To enhance my knowledge and skills on your prestigious company and at the same time to practice my profession in an environment that offers professional and personal growth.

### EDUCATIONAL BACKGROUND

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#### TERTIARY

2013 - 2017

#### STI COLLEGE CALOOCAN

Bachelor of Science in Hotel and Restaurant Management

#### SECONDARY

2008 - 2012

#### LONGOS NATIONAL HIGH SCHOOL

High School Diploma

### SKILLS

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- Knowledgeable in Back Office Department.
- People oriented and excellent organizational skills.
- Good communication skills and immense patience.
- Computer literate.

### SEMINARS/TRAINING ATTENDED

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January 18, 2017-Present	<b>Copacabana Apartment Hotel</b>	Edsa Extension, Pasay City
April 9, 2016 – May 9, 2016	<b>Oasis Paco Park Hotel (OJT 300 HRS)</b>	Paco Manila
April 8, 2015 – May 12, 2015	<b>Max's Restaurant (OJT 300 HRS)</b>	Walmart, Quezon City
March 6, 2015	<b>Hotel Immersion and Familiarization</b>	Hyatt Hotel, Manila
March 13, 2015	<b>Mixology Seminar for BSHRM</b>	STI College Caloocan

### CERTIFICATION

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July 31, 2016	<b>TESDA National Certificate III in Events Management Services</b>
March 11, 2016	<b>Software Proficiency Certification Program – Hotel PMS – Gattesoft</b>

### CHARACTER REFERENCE

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<b>Ms. Ana Aurea Santiago</b>	<b>STI COLLEGE CALOOCAN</b>	<b>09173036713</b>
	<b>PROFESSOR</b>	
<b>Ms. Gella Marie Mirasol</b>	<b>Copacabana Apartment-Hotel</b>	<b>09073152200</b>
	<b>SUPERVISOR</b>	