

Rachelle N. Geronimo

#87-97 Acero St. Tugatog, Malabon City
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OBJECTIVES

To obtain a position in your company where I can apply what I learned in this Hotel and Restaurant Management.

EDUCATION BACKGROUND

TERTIARY
2013-2017

STI COLLEGE CALOOCAN
Bachelor of Science in Hotel and Restaurant Management

SECONDARY
2009-2013

TINAJEROS NATIONAL HIGHSCHOOL (ACACIA ANNEX)

TRAINING EXPERIENCE

- | | |
|--------------------------|--|
| Feb 25-March 26, 2017 | <p>The Luneta Hotel</p> <ul style="list-style-type: none">• Serves as accounting staff that helps in making reports• Serves as front desk assistant that helps assisting the guests for their requests before their arrival up to their departure |
| Dec 5, 2016-Jan 31, 2017 | <p>Manila Manor Hotel</p> <ul style="list-style-type: none">• Serves as a room attendant assistant that helps to clean the guest rooms as well as the public area such as the hall ways, staircase and function rooms• Serves as accounting staff that helps making reports, computing payroll, preparing the inventories |
| May 5-June 14, 2014 | <p>Racks</p> <ul style="list-style-type: none">• Serves as assistant scullery that helps in mise en place in the kitchen• Serves as dinning waitress that assists the guests for their needs |

SKILLS

- Positive work and attitude
- Strong motivational skills
- Deep sense of responsibility

SEMINARS/TRAINING ATTENDED

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| February 6, 2015 | National Youth Convention | Aliw Theater |
| March 6-7, 2015 | Hotel Immersion and Familiarization | Holiday Inn Clark |
| Pampanga | | |
| March 13, 2015 | Mixology Seminar for BSHRM | STI College Caloocan |

CERTIFICATION

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| March 11, 2016 | Software Proficiency Certification Program – Hotel PMS – Gatessoft |
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CHARACTER REFERENCE

| | | |
|-------------------------------|-----------------------------|-------------|
| Ms. Ana Aurea Santiago | STI COLLEGE CALOOCAN | 09173036713 |
| | PROFESSOR | |
| Mr. Daniel Karlo Lucas | STI COLLEGE CALOOCAN | 09178160352 |
| | PROFESSOR | |