

RECHELLE F. DIMATULAC

#93-C 11th Ave., 10th street, Grace Park Caloocan City
(02)281-4009 / 09972255160
rechelledimatulac@gmail.com



OBJECTIVE

To obtain an accounting staff position to a growth-oriented company where I could put into practice and improve what I have learned.

EDUCATION

TERTIARY

2013 - Present

STI ACADEMIC CENTER CALOOCAN

Bachelor of Science in Hotel and Restaurant Management

2012 - 2013

MONTESSORI PROFESSIONAL COLLEGE

DS in Hotel Restaurant Services

SECONDARY

2008 – 2012

CALOOCAN HIGH SCHOOL

WORK EXPERIENCE

August, 2016

Hotel Kimberly

Housekeeping, Admin

April, 2015

Max's Restaurant

Waltermart North Edsa

March-May 2016

Sofitel Philippine Plaza

Income Audit(Accounting Department)

SKILLS

- Communication Skills
- Knowledgeable in Table Set Up
- Knowledgeable in Income Audit
- Microsoft Office Proficiency

SEMINARS ATTENDED

2015

Metamorphosis

Enhancing Personal Effectiveness for Career Development

20th STI National Youth Convention

2014

Hotel Familiarization Tour Hyatt Regency Hotel & Casino Manila

2012

Mixology BARTENDING Victory Central Mall

CHARACTER REFERENCE

Available upon request