

XANDRA D. DANDAN

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OBJECTIVE

To become professional expert in the field of hospitality industry and aspiring for a challenging position as front Desk in the global hotel to utilize my professional and contribute my skills in the industry.

EDUCATION

TERTIARY

2012-2016

STI COLLEGE CALOOCAN

Bachelor of Science in Hotel and Restaurant Management

SECONDARY

2006-2010

CALOOCAN HIGH SCHOOL

SKILLS

- Event organizer
- Knowledge to handle the guest in hotel
- Bedding
- Table setting
- Effective communication skills
- Bartending(mixing)
- Knowledge in Food Serving
- Computer Skills
- Front Desk

ON THE JOB TRAININGS

- July 22, 2016 **Best Western Hotel Lacorona**
- April 30, 2016 **H20 Hotel**
- April 5, 2015 **Dad's World Buffet Manila**

SEMINARS ATTENDED

- February 6,2015 20th STI National Youth Convention (Held at Aliw Theater)
- March 18, 2015 Metamorphosis: Be STI v2.0,Students Convergence 2015
- September 9 2015 Enhancing Personal Effectiveness for Career Development
- September 6, 2016 Professional Ettiquette
- September 20,2016 Preparing Student for Success

CHARACTER REFERENCES

- **CARINA SAMSON** **Carina's catering services** 376-6229
Businesswoman
- **PONCIANO SARMIENTO** **Real state** 0916-363-1483
Businessman