

ALLEN KEN V. URSUA

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OBJECTIVE

To be in the job with the opportunity to utilize my knowledge, Interest, and Abilities in my chosen field and developed these skills, to do the best and exert efforts for the benefits of my work as an employee and for the goal of the company.

EDUCATIONAL BACKGROUND

TERTIARY

2013 – 2017

STI COLLEGE CALOOCAN

BS Hotel and Restaurant Management

SECONDARY

2004 - 2009

BAGONG BARRIO NATIONAL HIGH SCHOOL

High School Diploma

WORK EXPERIENCE

January 2017

Pearl Lane Hotel

Bellman Service

November 2016

Pearl Garden Hotel

Room Attendant

March 2015

Gloria Maris Shark's Fin Restaurant

Food Server/Waiter

SKILLS AND ABILITIES

- Computer Literate such as MS Office (Excel, Word, Access and PowerPoint)
- Able to quickly and confidently communicate with guests to establish their needs.
- Bed Making, Table Setting, and Napkin Folding.
- Able to work quickly and efficiently.

CHARACTER REFERENCES:

Mr. Daniel Karlo Lucas

STI College Caloocan

HRM Instructor

0917816035

Ms. Josephine Lavado

Pearl Lane Hotel

Front Office Supervisor

09177017236