**MS. SHENAH JANE RAMOS LUCHIN**



Email Address: lshenahjane@yahoo.com

Address 1: Bakhawan Ecopark, New Buswang, Kalibo, Aklan

Address 2: Landheights 4 Subd. Balabago, Jaro, Iloilo City

Contact Number: +639306606840/+63333204034

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CAREER OBJECTIVES:**

* To have a productive and challenging work, utilizing my skills and developed through my education and experiences and that will further give an opportunity for professional advancement and growth.

**SEMINARS AND TRAINING/WORK EXPERIENCES**

* **KALIBO SAVE THE MANGROVE ASSOCIATION, INC. (KASAMA)**

Administrative Assistant

Bakhawan Ecopark, New Buswang, Kalibo, AKlan

January - December 2014

* **LATTE COFFEE CAFÉ**

Sales Assistant (Havaianas)

Dining Department

#53 Sta. Monica, Andagao, Kalibo, Aklan

September – December 2013

* **APPRENTICESHIP (2GO TRAVEL)**

M/S ST. PETER THE APOSTLE

Negrense, Travel,Inc.

June 21,2013 to August 14,2013

- Hotel and Restaurant Department

* **ON THE JOB TRAINING**

LATTE COFFEE CAFE

#53 Sta. Monica, Andagao, Kalibo, Aklan

April 9,2012 to May 4,2012

Food and Beverages Attendant

* **CERTIFICATE OF PARTICIPATION**
* **PRE-EMBARKATION ORIENTATION TRAINING PROGRAM**

**- Basic Customer Service Program**

**- Basic Housekeeping Program**

**- Hands-on Training in Table Service**

**- Housekeeping & Bed-Making**

**- ServSafe on Food Safety and Sanitation**

Oceanlink Institute

T.M. Kalaw, Ermita, Manila

* **CERTIFICATE OF ATTENDANCE – INTERNATIONAL SAFETY MANAGEMENT (ISM)**

Oceanlink Institute

T.M. Kalaw, Ermita, Manila

* **CERTIFICATE OF COMPLETION – SHIP SECURITY AWARENESS (SSA)**

Oceanlink Institute

T.M. Kalaw, Ermita, Manila

* **CROWD MANAGEMENT (CM)**

Global Training System-Philippines, Inc

Plaza Sta.Cruz, Metro Manila

* **CRISIS MANAGEMENT (CM)**

Global Training System-Philippines, Inc

Plaza Sta.Cruz, Metro Manila

* **BASIC SAFETY TRAINING (BST)**

Global Training System-Philippines, Inc

Plaza Sta.Cruz, Metro Manila

**SUMMARY OF AWARDS AND QUALIFICATIONS:**

* **NATIONAL CERTIFICATE II – Food and Beverages Services NCII**

Verde Grande Culinary School Inc. Assessment Center

Bayanihan Road, Pook, Kalibo, Aklan

* **NATIONAL CERTIFICATE II – Bartending NCII**

Verde Grande Culinary School Inc. Assessment Center

Bayanihan Road, Pook, Kalibo, Aklan

* **NATIONAL CERTIFICATE II – Bread and Pastry Production NCII**

Verde Grande Culinary School Inc. Assessment Center

Bayanihan Road, Pook, Kalibo, Aklan

* **NATIONAL CERTIFICATE II – Housekeeping NCII**

Verde Grande Culinary School Inc. Assessment Center

Bayanihan Road, Pook, Kalibo, Aklan

* **NATIONAL CERTIFICATE II – Commercial Cooking NCII**

Verde Grande Culinary School Inc. Assessment Center

Bayanihan Road, Pook, Kalibo, Aklan

* **CERTIFICATE OF EXCELLENCE – 3rd Excellence**
* **CERTIFICATE OF RECOGNITION – Best in Butler Service**
* **CERTIFICATE OF RECOGNITION – Best in Culinary Entrepreneurship**

**SKILLS :**

* Able to communicate in English language
* Computer encoding using MS WORD and EXCEL

**EDUCATIONAL BACKGROUND**

***TERTIARY EDUCATION***

***VOCATIONAL***

School : VERDE GRANDE CULINARY SCHOOL INC.

Bayanihan Road, Pook, Kalibo, Aklan

Course : TWO YEAR - CULINARY HOTEL AND RESTAURANT ENTREPRENEURSHIP

S.Y 2011-2013

School : Garcia College of Technology

Osmena Ave., Kalibo, Aklan

Course : Bachelor of Science in Accountancy

S.Y 2010-2011

***SECONDARY EDUCATION***

School : AKLAN NATIONALHIGH SCHOOL FOR ARTS AND TRADES

Andagao,Kalibo,Aklan.

S.Y 2006-2010

***PRIMARY EDUCATION***

School : KALIBO PILOT ELEMENTARY SCHOOL

Mabini St., Kalibo, Aklan

S.Y 2000-2006

**PERSONAL INFORMATION:**

***Age :*** 21 years old

***Date of Birth :*** September 8,1993

***Place of Birth :*** Kalibo, Aklan, Philippines

***Gender :*** Female

***Height :*** 5’4”

***Weight :*** 44 kilos.

***Civil Status :*** Single

***Citizenship :*** Filipino

***Religion :*** Evangelical Born Again Christian

***Language :*** English and Tagalog

***Father :*** Mr. Salvador L. Luchin Jr.

***Mother*** *:* Mrs. Anecita R. Luchin

**CHARACTER OF REFERENCES**

**Mrs. NELITA N. TOLENTINO**

School Directress

Verde Grande Culinary School Inc.

Contacat # : 268-8936

**Mr. Leonito Tolentino**

School Registrar

Verde Grande Culinary School Inc.

Contact # : 09998801447

I hereby certify that the above information is true and correct based on my knowledge and belief.

**SHENAH JANE RAMOS LUCHIN**

Applicant