

# Brithaney Jingco

## CONTACT



587-500-5616



brithaneyjingco@gmail.com



21 Springbrook Wynd  
Spruce Groce, AB T7X 2W5

## SKILLS

- Customer service
- Able to work independently and/or as part of a team
- Attention to detail
- Strong organization
- Quick learner
- Reliable & optimistic
- Easily develops respectful relationships
- Adaptability
- Money-handling
- Motivated
- Resourceful
- Fluent in English and Tagalog

## REFERENCE

- Lindsay Mangune,  
Co-volunteer:  
[lindsaycmangune@gmail.com](mailto:lindsaycmangune@gmail.com)

## OBJECTIVE

To obtain a position for a company that inspires me to excel and where I can use my experience to help the company meet and surpass its goals.

## VOLUNTEER EXPERIENCE

### FEED THE HUNGRY PROGRAM - Hostess/Waiter

NON-PROFIT ORGANIZATION | 2023

- Greeted an average of 100 guests per day at the door.
- Seated guests, informing them of daily specials.
- Communicated with customers and volunteers to guarantee that any concerns were promptly addressed and guests left happy.
- Assisted in preparing the dining area ahead of each service.
- Followed guidelines for allergy and diet concerns and obeyed food handling safety regulations and procedures.
- Accommodated guests according to their needs, including providing child booster seats and ensuring customers with wheelchairs felt comfortable.

### DAYLIGHT BEAUTY BY: PINK - Sales Associate

ONLINE CLOTHING STORE | 2021-2023

- Assisted with managing inventory and stocking racks.
- Placed orders, scheduled visits, and handled money in a secure manner.
- Maintained organized and presentable merchandise to drive continuous sales.
- Adhered to store protocols and policies at all times.
- Worked well independently and also as a team member.
- Exhibited enthusiasm and a passion for exceptional customer service during each shift.

## EDUCATION

### St. Martha Junior High School

#### Student Council - Class Representative

2019-2022 | 6020 4 Ave NE, Calgary, AB T2A 4B1

- Developed interpersonal, communication and leadership skills.
- Assessed student needs and promoted a productive class environment.
- Managed conflict with problem solving.

### Father Lacombe High School

2023-2025 | 3615 Radcliffe Dr SE, Calgary, AB T2A 6B4

- Currently in high school and is expected to receive a high school diploma in 2025.

## AWARDS

- Academic Honour Roll of Distinction
- Leadership Awards