

JEFFERSON VILLAMARIN MANALO

Residence Address : 508 Dandan St., Tondo Manila, Philippines

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OBJECTIVE : To obtain a position in a well known and progressive company where I can utilize my experiences gained from a 7 star cruise ship company.

SKILLS: Language proficiency in Maritime English

Basic knowledge in Marine X Procurement

Basic knowledge in Microsoft Excel

WORKING EXPERIENCE

Crystal Symphony (Crystal Cruises)

Magsaysay Maritime Corporation

Jr. Storekeeper (2/23/13 — 7/7/20) & Storekeeper (10/25/11 - 6/16/12)

- In charge in actual receiving of product and items
- Handles purchase orders and prepares invoices
- Conducts product or item inventory

Provision Utility (9/19/12 — 2/22/13 & 1/25/09 — 7/20/11)

- Responsible for maintaining of organized and clean storage room

TRAININGS

Title	Year
Basic Safety	3/15 - 23/2016
Passenger Ship Crowd Management	
Safety Training for Passenger	11/14/2018
Providing Direct Services to Passenger in Passenger Spaces	
Security Awareness Training	8/14/2014
Safety Management for Cruise	
Housekeeping Services	3/24 - 28/2008
Food and Beverage Services	2/27 - 3/4/2008

Galley Cruise Course	2/19 - 21/2008
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EDUCATIONAL BACKGROUND

Level	School Name	Year
Tertiary	PMI Colleges Sta. Cruz, Manila, Philippines Bachelor of Science in Marine Transportation	2002 - 2005
Secondary	Immaculate Heart of Mary Academy Pinamalayan, Oriental Mindoro, Philippines	1996 - 2000
Primary	Papandayan Elementary School Papandayan, Pinamalayan, Oriental Mindoro, Philippines	1990 - 1996

PERSONAL INFORMATION

Date of Birth : November 25, 1983
 Age : 36
 Birthplace : Pinamalayan, Oriental Mindoro, Philippines
 Civil Status : Married
 Spouse Name : Razel R. Manalo
 Nationality : Filipino
 Height : 5ft & 7inches/169cm
 Weight : 70kg / 140lbs
 Provincial Address : No. 255 Independent St., Brgy. Marfrancisco, Pinamalayan, Oriental Mindoro Phis.

CHARACTER REFERENCES

Name	Position	Company	Contacts
Rowena Ganibao	Fleet Director	Crystal Cruises Magsaysay Maritime Corporation	rowena.ganibao@magsaysay.com.ph
Reynaldo Victoria	1st Assistant Provision	Crystal Cruises Magsaysay Maritime Corporation	