

# Gilbert C. Avanzado

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## PERSONAL INFORMATION

Permanent Address : #483 Purok IV, Barangay San Cristobal, San Pablo City, Laguna,  
Philippines  
Birthdate : May 7, 1994  
Birth Place : San Pablo, Laguna, Philippines  
Height : 5'6 ft.  
Weight : 120 lbs.  
Sex : Male  
Civil Status : Single  
Religion : Roman Catholic  
Nationality : Filipino

## BENEFICIARY

Beneficiary Name : Sherry Ann Guia  
Relationship : Mother  
Permanent Address : Doña Nena Subdivision Barangay Sta. Elena, Laguna, Philippines  
Tel. No. : (0908)9004864

## DEPENDENTS:

Father: Avanzado, Ariel Comia                      Birthday: December 21, 1958

Mother: Guia, Sherry Ann                              Birthday: December 23, 1977

## EDUCATIONAL BACKGROUND

### College

Course: Bachelor of Science in Information and Technology                      2011-2016  
School: LYCEUM OF ALABANG  
Address: KM30 National RD., Tunasan, 1773 Muntinlupa City.

## EMPLOYMENT HISTORY

Position: **Assistant Restaurant Manager 3 ( Service Quality Manager Understudy )**

Company: Jollibee Foods Corporation

Address: G/F Jollibee Waltermart Sucat, Bragay San Isidro Parañaque City

Date: April 2016- Present

Job Description / Duties and Responsibilities:

- Ensures targets are met for the month with regards to budget and last year sales.
- Person-in-charge for accurate inventory count of novelty esp. toys for kiddie meals.
- Person-in-charge for meeting the target sales for 2<sup>nd</sup> transaction count for both dine-in and take out.
- Over - all in charge on sales performance of the store.
- In charge on ensuring that monthly NOI will be achieved.
- Responsible for producing efficient and effective counter and dining crews through proper training.
- Ensures 100% customer satisfaction and no customer complaints would arise during every shift.
- Makes sure that local store marketing initiatives are being implemented and it is evident through suggestive selling of every counter crew.
- Summarizes monthly sales performance of the store and analyzes all the factors that have affected the sales for a particular month and makes necessary action plan and explanation.
- Ensures that Food Safety standards are being implemented and followed in the store.

## EMPLOYMENT HISTORY

Position: Assistant Restaurant Manager 3 (Product Quality Manager Under study)

Company: Jollibee Foods Corporation

Address: G/F Jollibee Sm City Sucat, Baragay San Dionisio Parañaque City

Date: July 2018 – Up to present

Job Description / Duties and Responsibilities:

- Support the Restaurant Manager in achieving the KRA targets through effective management of operation.
- Monitor and analyzes sales reports for monthly business review and other presentation.
- Marketing lead develops, recommends implements and evaluate programs to support sales building tactics/directions of local store marketing for new products and all business channel.
- Plans and check on raw materials including packaging availability, before and during offering of new product.
- Conduct new product cascade to the crew Leaders, Senior Crew and Team Leader.
- Variable Cost Leads Conduct physical counting and encoding (stock and inventory); prepares monthly inventory report.
- Check commissary billing against delivery receipts.
- Prepares Food Cost and Paper Cost analysis for the Monthly Business Review.
- Act as Food Safety Compliance officer to oversee implementation of Food safety program in the Restaurant.

- Maintenance Lead designs and implements the facilities and equipment maintenance system programs for the Restaurant including preventive maintenance.
- Monitor all billing from commissary and validate the creation of Good Receipt for monthly maintenance.

Position: **Service Crew**

Company: Jollibee Foods Corporation

Address: Jollibee SM Muntinlupa Branch

Date: March 2013-April 2016

Reason for Leaving: Promotion

Job Description/Duties and responsibilities

- Dining -Assisting and delighting customer, answering customer's queries
- Grillman -Assembling burgers and sandwiches, ensure availability of products and consistent follow standard operating procedure at all times.
- Stockman – Receiving deliveries and organize and clean all storages, checking all running out stock and report to Manager on duty and conduct Daily inventory

➤ **ACHIEVEMENTS:**

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- Gold Awardees on FSC audit- Service Audit at 92% (JB Waltermart Sucat) February 2018
- Gold Awardees on FSC audit- Service Audit at 91% (JB SM BF Homes) February 2017
- 100% Flagship Product (QM FSC Audit) February 2016
- DOH performer crew (100% inventory management) June 2018
- FSC crew performer (Gold store at FSC) June 2014
- Dependable crew – June 2015

<b>SPECIAL SKILLS / INTERESTS</b>
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- Knowledgeable and skilled in new technology and devices.
- Skilled in major relevant computer applications like MS Word, MS Excel.
- Well-versed and fluency in oral and written English and Filipino.
- Knowledgeable in network, computer trouble shooting and cable rewiring.
- Interests in sports like badminton, Playing RPG MMRO games and volleyball.
- Knowledgeable in Microsoft excel Formula and basic coding.

<b>CHARACTER REFERENCES</b>
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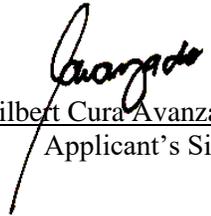
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Gilbert Cura Avanzado.  
Applicant's Signature