

AILEEN GRACE T. MANRIQUE

Home Address: #53 Sct. Limbaga St., Brgy. Laging Handa, QC, 1103

Contact No. : +639953642386

E-mail Address: manriqueaileengrace@gmail.com



CAREER OBJECTIVE

To put into my profession where I can amply develop my skills and abilities; and to appropriately use my knowledge in order to flourish within any given position that I may encounter, while absorbing any and every experience along the way.

SKILLS AND QUALIFICATIONS

- Proven ability to multitasking, commitment to quality and attention to details
- Production of ingredients, Mise en place in all organization in the kitchen
- Purchasing, Receiving and Inventory of products. Supplier coordination, imbursement, and relation
- Fast food office, kitchen, and employee management
- Front of the house (FOH) supervision and financial documentation.
- Customer service and communication

EDUCATION

BACHELOR OF SCIENCE IN TOURISM MANAGEMENT

Centro Escolar University, Manila, Philippines – Batch 2013

International Cookery

Marikina Polytechnic College, Marikina – January 16 to March 28, 2015

Basic Baking

Marikina Polytechnic College, Marikina – January 23 to March 28, 2015

TRAINING ATTENDED

National Certificate II – Bread and Pastry Production

Technical Education and Skills Development Authority

April 25, 2015

WORK EXPERIENCE

Buns & Bros Handcrafted Burgers – Line Cook / Asst. Operations Manager

December 2020 – Present

713 Jose Abad Santos Street Barangay Little Baguio San Juan City

CIGNAL TV – Activation Officer

August 2015 – March 2020

5th floor The Launchpad building
Reliance street corner Sheridan Street
Barangay Highway Hills Mandaluyong City

KING AIR FBO, Inc Jr. Data Analyst

April 2013 – February 2014

Domestic Airport Terminal 4, Pasay City

PROFILE

Age: 29 yrs. old

Height: 5'3 ft.

Language: English and Filipino

CHARACTER REFERENCES

Mr. Inigo Miguel E. Dulay

Buns & Bros Handcrafted Burgers - CEO

(+63) 9178704187

Dr. Dorelene V. Dimaunahan

Buns & Bros Handcrafted Burgers - HR

(+63) 9173198887

Ms. Rhea Canete

Buns & Bros Handcrafted Burgers – HR Asst.

(+63) 9557404152

I hereby certify that the above information is true.