JOHN MARK A. OLIVAR

#91 PUROK 3, CENTRAL FAIRVIEW, BAGUIO CITY, PHILIPPINES 2600

SKILLS:

- LEADERSHIP ABILITIES
- GREAT CUSTOMER SERVICE SKILLS
- WITH ACCOUNTABILITY
- DEPENDABILITY
- GOOD COMMUNICATION SKILLS
- WILLNG TO LEARN
- WILL WORK UNDER PRESSURE
- COMPUTER LITERATE
- FLEXIBLE IN DIFFERENT TIME SCHEDULE/ DUTY HOURS.
- PHOTOGRAPHY ENTHUSIAST
- VERY MUCH FAMILIAR WITH DHOTEL / IFCA SOFTWARE SYSTEM
- BASIC GRAPHIC LAY OUTING (GIMP SYSTEM/ CANVA APPLICATION)
- WITH INTEGRITY
- SOCIABLE & CAN EASILY BUILD RAPPORT

EDUCATION:

UNIVERSITY OF BAGUIO- SCHOOL OF INT'L HOSPITALITY & MANAGEMENT

- ACADEMIC YEAR: 2014-2018
  COURSE: BACHELOR OF SCIENCE IN HOTEL AND RESTAURANT MANAGEMENT-MAJOR IN MANAGEMENT

CIVIL SERVICE ELIGIBILITY:

- HONOR GRADUATE ELIGIBILITY

PERSONAL INFORMATION:

- NICKNAME: JM
- AGE: 24
- DATE OF BIRTH:JANUARY 8, 1998
- PLACE OF BIRTH: BAGUIO CITY
- GENDER: MALE
- CIVIL STATUS: SINGLE
- NATIONALITY: FILIPINO

CONTACT DETAILS:

- EMAIL: marcojuanolivar@gmail.com
- CONTACT NUMBER: +639 276 280 875

OBJECTIVE:

TO ACQUIRE KNOWLEDGE THAT WILL IMPROVE THE TECHNICAL SKILLS AND TO SHARE INSIGHTS THAT I HAVE LEARNED FROM THE ACADEME AND THE COMPANY THAT I USED TO WORK TO. I AM A DETERMINED LEADER, A RELIABLE TEAM PLAYER, AND A DEDICATED LEARNER THAT ASPIRES GROWTH AND WILL ALWAYS LOOK FOR IMPROVEMENT BOTH PERSONALLY AND PROFESSIONALLY.

EMPLOYMENT HISTORY:

BAGUIO COUNTRY CLUB

- NOVEMBER 26, 2021-PRESENT: ASSISTANT RESERVATIONS MANAGER AT THE ROOM RESERVATIONS DEPARTMENT
- SEPTEMBER 2019-NOVEMBER 25, 2021: RESERVATIONS CLERK AT THE ROOM RESERVATIONS DEPARTMENT
- APRIL 2018-SEPTEMBER 2019: COMMUNICATIONS OFFICER AT THE FRONT OFFICE DEPARTMENT

UNIVERSITY OF BAGUIO- SCHOOL OF INTERNATIONAL HOSPITALITY & TOURISM MANAGEMENT

- AUGUST 2015-MAY 2018: PUBLIC RELATIONS OFFICER FOR THE STUDENT BODY

ON-THE-JOB TRAINING:

DISCOVERY SHORES BORACAY

- FINISHED 300+ HOURS ON-THE-JOB TRAINING EXPERIENCE AT DISCOVERY SHORES, BORACAY IN THE HOUSEKEEPING AND FOOD & BEVERAGE DEPARTMENT

BAGUIO COUNTRY CLUB

- FINISHED 720+ HOURS ON-THE-JOB TRAINING EXPERIENCE AT THE BAGUIO COUNTRY CLUB IN HUMAN RESOURCES DEPARTMENT AND FOOD & BEVERAGE DEPARTMENT

AWARDS, COMMENDATIONS, & RECOGNITION:

- STAR STUDENT AWARD
  MANAGEMENT DEVELOPMENT PROGRAM– REDUX
  JULY 2019
  BAGUIO COUNTRY CLUB CORPORATION
- SILVER MEDAL AWARDEE (82%)
  TRAVEL & TOURS: "NATURE TRAIL OF CULTURAL INTEREST"
  PROFESSIONAL DIVISION. 15TH ANNUAL HOTEL &TOURISM WEEKEND-HOTEL AND RESTAURANT ASSOCIATION OF BAGUIO
- UNIVERSITY LEADERSHIP AWARD
  BATCH 2018
  UNIVERSITY OF BAGUIO
- COMMENDATION
  ON-THE-JOB TRAINEE
  BAGUIO COUNTRY CLUB
  APRIL 2020
- CUM LAUDE
  BATCH 2018
  UNIVERSITY OF BAGUIO