



CLARA MARIE DIMAYUGA CASTILLO

Looking for a position where I can bring into work my compassionate nature skills for the betterment of the society. To enter a new challenging profession that will enhance my knowledge and learning's to be part of a company which believes in the three values namely integrity, strong commitment and team work.



Anilao Labac Lipa City Batangas



09662745646



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WORK EXPERIENCE

Company: Excellent People's Multi-Purpose Cooperative
Position: Shakey's Restaurant Staff
Address: 2/F Sample Shop Bldg., AFP-RSBS Industrial Park, Km. 12 East Service Road Corner C5, Taguig City, Philippines

Job Description:

- ❖ Assist in daily operations and clerical tasks.
- ❖ Should possess incredible multitasking and organizational abilities, be able to effectively prioritize assignments, and complete them in a timely manner.
- ❖ Preparing restaurant tables with special attention to sanitation and order.
- ❖ Attending to customers upon entrance to the restaurant.
- ❖ Presenting menus, serving and helping customers select food/beverages.

August 13, 2019 - May 13, 2022



EDUCATIONAL BACKGROUND

Vocational

Name of School: Kolehiyo Ng Lungsod Ng Lipa
Course: Bachelor of Science in Criminology
Address: Lipa City Batangas (Undergraduate)

2019 – 2020

Tertiary

Name of School: Pinagkawitan Integrated National High School
Address: Pinagkwaitan Lipa City, Batangas
Track: Technical Vocation Livelihood Services

2018 – 2019

Secondary

Name of School: Pinagkawitan Integrated National High School
Address: Pinagkawitan, Lipa City, Philippines

2016 – 2017

Primary

Name of School: Labac Elementary School
Address: Anilao Labac, Lipa City, Philippines

2012 - 2013

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

CLARA MARIE DIMAYUGA CASTILLO

Applicant Signature

PERSONAL INFORMATION

Age: 20 Years Old
Birth Place: Lipa City Batangas
Birth Date: July 31, 2001
Gender: Female
Nationality: Filipino
Religion: Catholic
Civil Status: Single
Language: English/ Tagalog
Weight: 148 Kls.
Height: 5'3"
Mothers Name: Emelyn Castillo
Occupation: Deceased
Father's Name: Dominador Castillo
Occupation: Construction Worker

SKILLS & QUALIFICATION

- ❖ Fast Learner
- ❖ Responsible Employee
- ❖ Good communication
- ❖ Person of Good Moral Character
- ❖ Work under pressure
- ❖ Good Time Management

TRAINING

- ❖ **Work Immersion**
SM Shakey's Lipa, Batangas
January 3 - January 18, 2019
- ❖ **NCII in Food and Beverage Services**

CHARACTER REFERENCE

- ❖ **Audrey Janapin Saflor** - Teacher
Brgy. Latag, Lipa City, Philippines
09369249881
- ❖ **La Salle Waylon Juanico** - OFW
San Jose Batangas, Philippines
09158028847