



RIZALYN MENESES LABAGNOY

P1 Blk 411 Lot 44 Heritage Villas San Jose Brgy. Sapang Palay,
San Jose Del Monte City, Bulacan

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PROFESSIONAL SUMMARY

Proactive manager with demonstrated leadership abilities, strategic planning expertise and problem-assist senior managers with methodical and well organized in optimizing coverage to meet operational demands. Accomplished Assistant Manager with in-depth experience consistently rising through ranks. Well-versed in sales, services for optimized customer service.

SKILLS AND COMPETENCIES

- Managing Multiple Priorities
- Constructive Feedback
- Work Orders
- Performance Tracking and Evaluations
- Proper Staffing
- Banking Regulations

WORKING EXPERIENCE

Junior Assistant Manager **BDO UNIBANK INC. WEST AVE DELMONTE BR.**
40 West Ave triangle Quezon City, Philippines
May 24 2010 to Current

On the Job Training **Golden Arches Development Corporation**
Mc Donalds PureGold Agora Branch
Service Crew
2008-2010

- Strengthened merchandising and promotional strategies to drive customer engagement and boost sales.
- Developed loyal and highly satisfied customer base through proactive management of team customer service strategies.
- Created employee schedules to align coverage with forecasted demands.

- Monitored cash intake and deposits records, increasing accuracy and reducing discrepancies.
- Recognized staff for contributions to company success to foster engagement and increase productivity.
- Reduced financial discrepancies to minimize threats to health and productivity of business.
- Reviewed sales and gross profit report to assess company efficiency.
- Reduced supply expenses, cut production costs and lowered financial expenditures to increase bottom line.
- Mentored team members to enhance professional development and accountability in work place.

EDUCATIONAL ATTAINMENT

**Central Colleges of the Philippines
Degree of Bachelor of Science in Business Administration Major in
Banking and Finance
2005 - 2010**

PERSONAL INFORMATION

Date of birth:	July 25, 1987
Status:	Married
Religion:	Roman Catholic
Citizenship:	Filipino

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

RIZALYN M. LABAGNOY