

RAFAEL SUMARSAR BRIONES

DEPARTMENT MANAGER



CONTACT INFORMATION

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 rafaelbriones80@gmail.com

 178 Peras St., San Isidro, Balanti,
Cainta, Rizal 1900 Philippines

PERSONAL INFORMATION

Birthdate: **April 25, 1980**

Birth Place: **Cainta, Rizal**

Height: **5 ft. 7 in.**

Weight: **170 lbs.**

Sex: **Male**

Civil Status: **Married**

Religion: **Roman Catholic**

Nationality: **Filipino**

BENEFICIARIES

Name: **Rafael Sabado Briones II**

Relationship: **Son**

Permanent Address: **178 Peras St., San Isidro, Balanti, Cainta, Rizal**

Mobile Number: **(+63)9995235724**

Name: **Rheian Rafaela Sabado Briones**

Relationship: **Daughter**

Permanent Address: **178 Peras St., San Isidro, Balanti, Cainta, Rizal**

Mobile Number: **(+63)9995235724**

Name: **Rhea Mae Saludo Sabado**

Relationship: **Common Law Partner**

Present Address: **178 Peras St., San Isidro, Balanti, Cainta, Rizal**

Permanent Address: **155 Cauringan, Sison, Pangasinan 2434**

Mobile Number: **(+63)9995235724**

CHILDREN

Name: **Rafael Sabado Briones II**

Birthdate: **July 22, 2013**

Permanent Address: **178 Peras St., San Isidro, Balanti, Cainta, Rizal**

Birth Place: **Marikina City**

Civil Status: **Single**

Occupation: **Student**

Name: **Rheian Rafaela Sabado Briones**

Birthdate: **February 02, 2020**

Permanent Address: **178 Peras St., San Isidro, Balanti, Cainta, Rizal**

Birth Place: **Marikina City**

Civil Status: **Single**

Occupation: **None**

EDUCATIONAL BACKGROUND

COLLEGE

Course: **Computer System Design and Programming
(2nd year Level)**

Year (From-To): **1997-2000**

School: **AMA Computer Learning Center**

Address: **Marikina City**

HIGH SCHOOL

School: **Roosevelt College Cainta**

Year (From-To): **1993-1997**

Address: **Cainta, Rizal**

ELEMENTARY

School: **Marikina Elementary School**

Year (From-To): **1990-1993**

Address: **Marikina City**

School: **Balanti Elementary School**

Year (From-To): **1987-1990**

Address: **Cainta, Rizal**

WORK EXPERIENCE

Position: **Department Manager/ First Assistant Manager**

Company: **QSCV Corp.**

Address: **16 McDonald's Ave., Cor. Sumulong Hi-way, Marikina, Philippines**

Date: **June 30, 2018 - Present**

Duties & Responsibilities:

- Maintains controllable P&L line items within budget and reconciles the monthly P&L in close collaboration with the restaurant management.
- Supports the restaurant manager in ensuring the delivery of the customer promise through the management of the daily operations of a single restaurant; helps manage financial controls, operations, people development, customer service, and compliance across shifts for desired restaurant outcomes (i.e. increased sales, profitability, and employee retention); and has full accountability for restaurant operations in the absence of the restaurant manager or senior assistant manager.

Position: **Assistant Manager**

Company: **QSCV Corp.**

Address: **16 McDonald's Ave., Cor. Sumulong Hi-way, Marikina, Philippines**

Date: **January 30, 2011- June 30, 2018**

Duties & Responsibilities:

-Supported the restaurant manager in ensuring the delivery of the customer promise through the management of the daily operations of a single restaurant; helped manage financial controls, operations, people development, customer service, and compliance across shifts for desired restaurant outcomes (i.e. increased sales, profitability, and employee retention); and had full accountability for restaurant operations in the absence of the restaurant manager or senior assistant manager.

As Training Manager:

-Held monthly meetings with the training coordinator, crew chief, and crew trainers to develop their skills in training and update them on the store concerns and opportunities.

-Ensured that the crew chief development program was in place.

-Took care of training materials in the restaurant and ensured their availability.

As Ordering Manager:

-Ensured that there was enough stock of raw products.

-Monitored raw products to hit target freight cost percentage in P&L.

-Ensured that there were no wasted products due to wrong orders.

-Ensured smooth business operation.

-Was in charge of the bi-weekly transmission of raw products to meet restaurant needs.

-Did daily product inventory.

As Scheduling Manager:

-Was in charge of organizing the daily crew work schedule.

-Maintained projected labor percentage and kept it within an acceptable level.

-Ensured the equal distribution of crew work hours.

-Ensured that enough staff was on board to fulfill restaurant needs.

As Production Manager:

-Was in charge of the adjustment of the number of raw products on a monthly basis to have an accurate guide of stocked products.

-Made a monthly Bin Level Chart to guide the production caller on the number of products that should be produced within a specified time.

-Monitored the organization of the food storage areas (cooler, freezer, stockroom).

As Personnel / Admin Manager:

-Was responsible for organizing and updating crew files.

-Was in charge of the crew performance review.

-Did applicant initial interviews.

-Did character reference check of applicants via phone calls.

-Was in charge of crew uniforms.

-Was responsible for monthly one-on-one with crew members to be updated with crew member status.

As Food Safety Manager:

- Ensured that the food safety policy was strictly followed.
- Accomplished daily food safety checklist.
- Was in charge of the schedule of monthly water sampling.
- Was responsible for filing important food safety documents.

As Manager in Charge:

- Was in charge of setting shift objectives.
- Ensured that the food safety policy was strictly followed.
- Ensured daily crew schedule balance.
- Ensured smooth business operation.
- Did daily product inventory.

As Counter Manager:

- Was in charge in monitoring front counter persons
- Handled funds for daily operations.
- Provided feedback to crew members.
- Ensured smooth business operation.

Position: **Internal Management Trainee**

Company: **QSCV Corp.**

Address: **16 McDonald's Ave., Cor. Sumulong Hi-way, Marikina, Philippines**

Date: **December 11, 2010- January 30, 2011**

Duties & Responsibilities:

- On-floor manager – Was responsible for delivering 100% customer satisfaction with an outstanding level of quality, service, and cleanliness.
- Food safety coordinator
- Was in charge of building maintenance.

Position: **Crew Trainer/Crew Chief**

Company: **QSCV Corp.**

Address: **16 McDonald's Ave., Cor. Sumulong Hi-way, Marikina, Philippines**

Date: **July 15, 2006- December 11, 2010**

Duties & Responsibilities:

- Was in charge of new hire crew member training.
- Food safety coordinator
- Operations member.

Position: **Crew Member**

Company: **QSCV Corp.**

Address: **16 McDonald's Ave., Cor. Sumulong Hi-way, Marikina, Philippines**

Date: **June 2003- July 2006**

Duties & Responsibilities:

- Was responsible for delivering 100% customer satisfaction with an outstanding level of quality, service, and cleanliness.
- Food safety coordinator
- Operations member.

Position: **Crew Member**

Company: **Golden Arches Development Corporation**

Address: **16th /17th Floor, Citibank Building, Paseo de Roxas, Makati, Manila Philippines**

Date: **July 1997- June 2000**

Duties & Responsibilities:

- Was responsible for delivering 100% customer satisfaction with an outstanding level of quality, service, and cleanliness.
- Food safety coordinator
- Operations member.

TRAININGS & SEMINARS

EFFECTIVE MANAGEMENT PRACTICE

June 25 - June 29, 2018

Five days of training on Scheduling System, Training System, Ordering and Inventory Management System, and Effective People Practice II
McDonald's Training Center Philippines

ADVANCED SHIFT MANAGEMENT REFRESHER

January 17- January 20, 2017

Four days of refresher on Valuing People, Effective Coaching, Counseling, Time Management and an Overview on Equipment Planned Maintenance
McDonald's Training Center Philippines

LOCAL STORE MARKETING BASIC CLASS

January 16, 2017

One day training on Local Store Marketing
McDonald's Training Center Philippines

ADVANCED SHIFT MANAGEMENT

January 25- January 28, 2011

Four days of training on Valuing People, Effective Coaching , Counseling, Time Management and an Overview on Equipment Planned Maintenance
McDonald's Training Center Philippines

BASIC SHIFT MANAGEMENT

December 7- December 10, 2010

Four days of training on Managing People, Customer Satisfaction, Floor Control, Managing Change and an overview on Food Safety and Sanitation
McDonald's Training Center Philippines

FOOD SAFETY CLASS

December 6, 2010

One day training on food safety, clean and Sanitary,
McDonald's Training Center Philippines

SKILLS

- Proficient in MS Word, MS Excel, and MS Powerpoint
- Good communication skills
- Leadership skills
- Data analysis

REFERENCE

Arnold Lim

(+63)9773945207

Restaurant General Manager