

Jamaika Mondigo

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Phase 4A, Caloocan City, Philippines

PROFESSIONAL SUMMARY

High-energy Franchise Relations Manager with a history of building 400+ successful Franchise locations while establishing the amicable relationship. Skillfully create and maintain professional and loyal relationships with co-workers, staff and clients.

WORK EXPERIENCE

Franchise Relations Manager

Nov 2019 - Feb 2023

Growing and Emerging Market Franchising Corporation • Quezon City, Philippines

- Managed 400+ franchised locations.
- Supervised 200+ clients with updated contracts while offering illimitable assistance in store operations.
- Developed and implemented standard operating procedures.
- Planned different approaches for tracking and improving sales.

Business Development Officer

Jan 2019 - Oct 2019

Growing and Emerging Market Franchising Corporation • Quezon City, Philippines

- Conducted site evaluations aligned with site evaluation criteria.
- Provided forms and other pertinent documents initiatively.
- Evaluated and conducted surveys for feasibility study which shall align with the franchisor's strict guidelines.

Marketing Associate

Dec 2015 - Dec 2018

Growing and Emerging Market Franchising Corporation • Quezon City, Philippines

- Offered franchise opportunity business, brand, and services of GEMFC.
- Assisted leads from closing deals up to signing of contracts and settlement of franchise fees.
- Closed deals over 200+ franchised sales with maximized medium in two years.

EDUCATION

Bachelor of Arts in English

June 2011 - April 2015

University of Caloocan City • Caloocan, Philippines

Secondary Education

June 2007- April 2011

Bagong Silang High School • Caloocan, Philippines

Elementary Education

June 2001 - Apr 2007

Karis Christian Academy • Caloocan, Philippines

SKILLS

- Leadership
- Initiative
- Effective Communication
- Technical Skills
- Adaptability
- Flexible
- Teamwork

ATTENDED SEMINARS**Mindset for Performance Excellence**

Reskills Leaders Onlive Learning Classes

February 13, 2023

Basic Food Safety for Food Handlers

Quezon City, Philippines

March 10, 2022

Customer Service & Personality Development

Quezon City, Philippines

July 9, 2021