

# JULIAN ACAIN III

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## WORK EXPERIENCE

### **Office Staff, Provincial Capitol of Misamis Oriental**

Feb 2022 – present | Cagayan de Oro City, Philippines

- Collect data of clients availing the MISORCARES programs.
- Assist client's laboratory, medicine, hospital bills, x-ray, ultrasound, ECG and records.
- Gather and encode data about patients and other requests.

### **Service Crew/ Waiter, Angeli's Home of Pies Restaurant**

Mar 2019 – Jan 2022 | Misamis Oriental, Philippines

- Provides efficient food and beverage service to the guest.
- Present menu, take order, suggest and recommend appropriately.
- Service customers and motivate buying to maximize sales
- Provide excellent customers services
- Advise customers on latest products
- Exhibited exceptional communications skills and demonstrates
- Present bills to customers and accept payment in cash, credit or debit cards

### **CONCIERGE - Guest Service Assistant, Lexis Hibiscus Port Dickson**

Feb 2017 – Mar 2018 | Negeri Sembilan, Malaysia

- Greet and assist guest going to reception upon arrival.
- Assist guest and their luggage going to their room.
- Orient guest about room amenities and hotel facilities
- Assist guest about transport reservations and other service bookings
- Handle minor guest complains.

### **Service Crew/ Waiter (OJT), Movenpick Hotel**

Apr 2015 – Aug 2015 | Mactan Island, Cebu, Philippines

- Service customers and motivate buying to maximize sales
- Provide excellent customers services
- Advise customers on latest products
- Exhibited exceptional communications skills and demonstrates

### **Service Crew/ Waiter (OJT), Boracay Regency Beach Resort and Spa**

Apr 2013 – May 2013 | Malay, Aklan, Philippines

- Ability to get along well with others.
- Enthusiastically conversed with customer about the available products
- Completing all assigned tasks and assisting with day-to-day operations.
- Participating in meetings, workshops, and other learning opportunities.
- Observing and learning from experienced staff members.

## CERTIFICATES

**BARTENDING SEMINAR** (T.G.I. FRIDAY'S - AUGUST 2014)

**PRINCIPLES OF TOURISM AND TOURISM PLANNING and DEVELOPMENT SEMINAR**

(SEPTEMBER 17, 2014)

**EVENT MANAGEMENT SEMINAR** (AUGUST 25, 2014)

## AWARDS

**KUMBIRA TABLE SET UP FOR TWO BRONZE AWARDEE**

Aug 2014 | Philippines

**2nd CULINARY GALA 2012 TABLE SETTING FOR TWO CHAMPION**

Sep 2012 | Philippines

**2ND CULINARY GALA 2012 CHEF WAR "CLASSICAL MEDITERRANEAN" CHAMPION**

Sep 2012 | Philippines

## CAREER SUMMARY

Motivated, hard working person with over 4 years of extensive experience in food industry with positive attitude physically fit and strong work ethic in fast paced work place to perform 100% in all aspects. Eager to expand my skills and exploring more as **service crew or food counter attendant** for continuous improvement in operation.

## SKILLS

- Standing for extended periods
- Hand-eye co-ordination
- Efficient interpersonal skill
- Team Player
- Time Management
- Meticulous attention to detail
- Able to work in a flexible environment
- Hardworking and flexible
- Able to work in long hours
- Computer proficiency (Microsoft Excel, Word, PowerPoint)
- Good communication skills
- Demonstrates individual leadership skills.
- Outstanding Customer Service Skills
- Food safety
- Can operate POS cash register machine
- Friendly and positive attitude

## EDUCATION

**Bachelor of Science in Hotel and Restaurant Management,**  
Mindanao State University at Naawan

2012 – 2016

Naawan, Misamis Oriental, Philippines

## DECLARATION

I hereby certify that the statement, data, information stated herein are the factual truth to the best of my knowledge.

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Julian Acain III