

Angeline Gonzales

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Summary

I believe my long working experience has prepared me to thrive in this kind of job and I am confident that I would be an excellent addition to your company. Over this time, I have developed not only the technical knowledge and skills required to succeed but the ability to communicate effectively, manage others and keep the task organizational during work. I would be able to apply the skills I have developed over the years to succeed in the position, Able to communicate effectively with a team, and am very keen to develop more professional skills.

Education

Polytechnic University of the Philippines

Post Graduate Diploma /Degree in Hospitality/Tourism/Hotel Management
Graduated March 2000

Mapua Institute of Technology-High School

High School Diploma in Engineering (Electrical/Electronic)
Graduated April 1996

Employment History

Kentucky Fried Chicken - KFC

Restaurant General Manager

Pasay, Metro Manila

March 2008 – Present

Job Description / Duties and Responsibilities:

- Responsible for over-all Restaurant Management/Supervision.
- Responsible for Forecasting & Planning.
- Responsible for setting and achievement of Sales forecast/targets.
- Responsible for the over-all store management development program.
- Responsible for organizational effectiveness/team member recruitment.
- Responsible for management team schedule.
- Responsible for restaurant safety and security plan effectiveness.
- Responsible for proper implementation of disciplinary actions.
- Responsible for the appraisals, promotions and employee benefit programs are administered for the assistant managers and team members.
- Conduct store management team meeting and monthly team members general meeting.
- Accomplishes monthly store operating report.
- Responsible for profit and cost Effectivity and Efficiency.

Position: Senior Assistant Restaurant Manager

Job Description / Duties and Responsibilities:

- Responsible for competence/morale of crew.
- Responsible for the development of Assistant Restaurant Managers.
- Responsible for Equipment maintenance and calibration plan effectiveness.
- Responsible for building maintenance plan effectiveness.
- Responsible for product movement and reconciling product shortages for audit findings with the internal auditor.
- Designs and implements control procedures in the restaurant.
- Knowledgeable on restaurant P & L statement.
- Responsible for Sales building awareness.
- Maintains store operations in the absence of the RGM.

Position: Junior Assistant Restaurant Manager

Job Description / Duties and Responsibilities:

- Responsible for labor management.
- Knowledgeable on the Delivery system and smarty party effectiveness.
- Responsible for minor equipment maintenance.
- Ensures Timely submission of reports.
- Ensures implementation of customer mania programs in the restaurant.

Position: Management Trainee

Job Description / Duties and Responsibilities:

- Knowledgeable on RTMs functions.
- Knowledgeable and understanding of restaurant operations – Solo shift duties.
- Responsible for the orderliness and cleanliness including completeness of manuals.
- Responsible for the inventory of small wares.
- Responsible for strict compliance on Controllables – Utilities.

Professional Skills

Flexibility: ● ● ● ● ●

Integrity: ● ● ● ● ●

Teamwork: ● ● ● ● ●

Computer Skills: ● ● ● ● ○

Continuous Learning: ● ● ● ● ●