

Reynaldo D. Dawis Jr.

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Career Objective

Acquire a challenging restaurant manager/supervisor position where I make use of my extensive experience in the field to handle an operation. Promote international food safety standards and sales promotion strategies to achieve targets and increase the overall effectiveness of your company's workforce.

Skills and Proficiencies

- 10 years of experience in fast-food restaurant operations.
- Excellent interpersonal and communication skills.
- Knowledgeable in POS(Aloha, Possist, and SAP system)
- Multi-tasking abilities with proficiency in organizing and managing different tasks. • Professional knowledge of handling administration and clerical work.
- Skilled in bookkeeping and preparing statistical and financial records.
- Thorough insights into overseeing stock levels and ordering supplies.
- Proficient in assigning duties and scheduling staff.
- Knowledgeable with marketing skills to promote business.

Employment History

Assistant Store Manager – Herfy Food Services Inc. Kingdom of Saudi Arabia May 2018-

Up to present May 2023

Responsibilities:

- Manage operations including forecasting, inventory control, purchasing, and scheduling to achieve operational objectives.
- Monitoring of Sales (YTD-MTD-DAILY)using Aloha System and Possist System. • Checking store inventory and submitting daily sales to the central system by using the SAP system • Maintain a safe secure and healthy environment by establishing, following, and enforcing international food safety standards and procedures.
- Analyzing planning and preparing reports for restaurant sales levels, operational costs, and profitability.
- Ensures that company funds and assets are utilized to their optimum level.
- Prepares business plans and sets budget, projection/, and targets in store.
- Evaluates the performance of store personnel and provides necessary counsel and recommends needed training programs.

Store Supervisor- Dunkin Donuts Philippines (PFSI) Makati City Philippines January 2015

– March 2018

Responsibilities:

- Strictly implements control procedures as per Standards Operations Manual. • Monitor and evaluate competitors within the area and develop the necessary action plans. • Monitor labor costs to ensure alignment with the given targets.
- Assign workstations and monitor the operation at all times.
- Check stocks and supplies requirements for operation.
- Implements proper procedures in the utilization and maintenance of equipment.

Achievements:

- Was awarded first place for the Sales Achievement Award for the year 2015 for the entire system wide brand.
- Was awarded for Quality Service and Cleanliness (QSC) compliance for the years 2015 & 2016.

**Service Crew/Shift Leader- Dunkin Donuts Philippines (PFSI) Makati City Philippines
May 2013-December 2014**

**Production Operator – Yamaha Philippines Batangas City Philippines July
2009-October 2010**

Certification and Licenses

ServSafe Food Protection Manager **Mandaluyong City Philippines** Certificate number
13923016
July 27,2016-July 26,2021

Accredited Store Trainer Mandaluyong City Philippines Dunkin Donuts Philippines
September 8,2016-September 8 2018

Training and Seminars

April 2-4 2023 Assistant to Co-Manager Training 90% passing score.
Riyadh Kingdom of Saudi Arabia

July 27, 2016, Servsafe Food Protection Manager Training May 18 – 24, 2016 Trainer’s Development
Program September 01 - 08, 2015 Brand Training Sales August 23 – 24, 2016 Profit for Every Selling
Opportunity Golden Donuts Inc. Training Center
Quezon City, Philippines

November 04 – 07, 2010 First Aid Training
November 02 - 03, 2010 Basic Life Support Training (CPR Training for Health Care Providers)
Batangas Eastern Colleges
San Juan, Batangas

Education

2 Year Practical Nursing Batangas Eastern Collages Year 2010-2012 **San Juan
Batangas Philippines** Graduated: April 2012