FIRST JOHN CEDEÑO

SUMMARY

Organized and dedicated candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. Terrific communicator with base of wealthy, motivated to learn, grow and excel.

SKILLS

- Responsible and has a high sense of time management skills.
- Hardworking, assertive, open-minded, self-determined and flexible.
- Self-motivated, goal-oriented and has a positive attitude.
- Good communication skills and Interpersonal skills.
- Systematic and has organized approach with strong time management skills for efficiency.
- Has ability to work with less supervision, thrives in a pressure environment.

EDUCATIONAL BACKGROUND

TERTIARY | **LYCEUM OF THE PHILIPPINES UNIVERSITY**
COURSE: BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT WITH SPECIALIZATION IN CRUISELINE OPERATIONS AND CULINARY ARTS
YEAR: 2015

SECONDARY | **HOLY REDEEMER SCHOOL OF KALOOKAN**
YEAR: 2011

PRIMARY | **ST. LUKES SCHOOL OF NOVALICHES**
YEAR: 2006

EMPLOYMENT HISTORY

POSITION: DECK ATTENDANT
NAME OF COMPANY: ROYAL CARIBBEAN INTERNATIONAL
LOCATION/ADDRESS: 1050 CARIBBEAN WAY. MIAMI, FLORIDA
EMPLOYER'S NAME: ROYAL CARIBBEAN CREW MANAGEMENT

WORK DURATION INCLUDING DATE:
SEPTEMBER 08, 2022 - MAY 22, 2023
SHIP: FREEDOM OF THE SEAS
SEPTEMBER 01, 2021 - MAY 22, 2022
SHIP : LIBERTY OF THE SEAS
JULY 28, 2019 - MARCH 18, 2020
SHIP : FREEDOM OF THE SEAS

NUMBER OF HOURS WORKED A DAY PER WEEK: 11 HOURS PER DAY 77 HOURS A WEEK
SCHEDULE OF WORK: MONDAY - SUNDAY (8:00 - 14:00 , 16:00 - 21:00)

DUTIES AND RESPONSIBILITIES:

- ASSISTING STATEROOM ATTENDANTS PREPARING THE GUEST STATEROOM DURING TURNAROUND DAY.
- HANDLING ALL THE GUEST REQUEST DURING BOARDING DAY AND THROUGHOUT THE ENTIRE CRUISE OR VOYAGE.
- SORT AND COUNT LINEN WITHIN THE STORAGE AND LOG THEM INTO THE COMPANY PROVIDED DATABASE.
- EXAMINE LAUNDERED ITEMS SUCH AS TOWELS AND BEDSHEETS TO ENSURE THAT THEY HAVE BEEN CLEANED AND READY FOR SERVICE.
- PERFORM PERIOD INVENTORIES.
- ENSURE THAT THERE ARE ENOUGH LINEN, TOWELS AND ROOM AMENITIES TO MEET THE NEEDS OF THE DAY.
- ORDER LINEN IN THE EVENT OF SHORTAGES.
- PROVIDE OUTSTANDING GUEST SERVICE TO HOTEL GUESTS AND ASSIST THEM WITH ANYTHING DURING THEIR STAY.
- PREPARING A WEEKLY INVENTORY OF THE HOUSEKEEPING SUPPLIES.

0906 012 6631

first.johncedeno@gmail.com

Blk 17 Lot 7 Maple Drive. Bellefonte Subdivision, Caloocan City

PERSONAL INFORMATION

Birthdate:	**May 02, 1995**
Birthplace:	**Davao City**
Height:	**170 cm**
Weight:	**88 kg**
Civil Status:	**Single**
Citizenship:	**Filipino**
Language:	**Tagalog, English**

TRAININGS AND CERTIFICATES

BASIC SAFETY TRAINING | 2019
Far East Maritime Foundation, Philippines

CROWD MANAGEMENT | 2017
Royal Caribbean Ltd, Miami, Florida

GETTING STARTED AS A NEW LEADER | 2018
Royal Caribbean Ltd. Miami, Florida

CHARACTER REFERENCES

ROYAL CARIBBEAN CREW MANAGEMENT
RCM@RCCL.COM
09672546262
+63(2)7827431

- RE-ORDERING, MAINTAINING HOUSEKEEPING LOCKERS AND CLEANING SUPPLIES.
- MAINTAINING THE DECK BY VACUUMING THE CORRIDORS, REMOVING CARPET STAIN, WALL DUSTING AND REMOVING SCRAPE MARKS ON THE WALL.
- WORKING COLLABORATIVELY WITH THE ASSISTANT EXECUTIVE HOUSEKEEPER TO DO ADDITIONAL ORDERS.
- INSPECTING, COUNTING, STOCKING, LABELING, AND CONTROLLING ALL INCOMING HOUSEKEEPING ORDERS.
- PREPARING A MONTHLY INVENTORY OF LINEN, TOWELS AND ROOM AMENITIES IN EACH HOUSEKEEPING LOCKERS ON MY ASSIGN DECK.
- ENSURING THE PROPER MAINTENANCE OF ALL EQUIPMENT; MAKING ARRANGEMENTS FOR REPAIR AND/OR REPLACEMENT OF USED AND DAMAGED EQUIPMENT.
- ASSISTING THE STATEROOM ATTENDANT BY STRIPPING ALL THE LINEN AND TOWELS. REMOVING THE GARBAGES FOR 65 ROOMS DURING TURNAROUND OR DISEMBARKATION DAY.
- ASSISTING STATEROOM ATTENDANT ON THE BED MAKING, BY MAKING 15 BEDS DURING TURNAROUND OR DISEMBARKATION DAY.
- ASSISTING STATEROOM ATTENDANT ON A DAILY BASIS FROM THE GUEST REQUEST TO ASSISTING OR HELPING THEM FINISH THEIR SECTION WITHIN THE DAY.

POSITION: GALLEY STEWARD
NAME OF COMPANY: ROYAL CARIBBEAN INTERNATIONAL
LOCATION/ADDRESS: 1050 CARIBBEAN WAY MIAMI, FLORIDA.
EMPLOYER'S NAME: ROYAL CARIBBEAN CREW MANAGEMENT

WORK DURATION INCLUDING DATE:
SEPTEMBER 18, 2018 - MAY 19, 2019
SHIP : ALLURE OF THE SEAS
NOV 17, 2017 - JUN 18, 2018
SHIP: ALLURE OF THE SEAS

NUMBER OF HOURS WORKED A DAY PER WEEK: 11 HOURS PER DAY 77 HOURS A WEEK
SCHEDULE OF WORK: MONDAY TO SUNDAY (7:00 - 10:30, 11:30 - 14:00 , 18:00 - 23:00)

DUTIES AND RESPONSIBILITIES:

- MAKING SURE ALL KITCHENWARE ARE CLEAN AND ALWAYS READY FOR SERVICE.
- DAILY CLEANING AND WASHING OF DISHWASH MACHINE, GALLEY COUNTERS, WALLS, CIELING AND FLOORS.
- PROPER SEGREGATION OF FOOD WASTE AND GARBAGE.
- RESPONSIBLE FOR GALLEY CHEMICAL STORAGE.
- MIXING THE RIGHT AMOUNT AND NEEDED CHEMICAL TO BE USED IN THE GALLEY.
- MAINTAINING 100% CLEANLINESS ACCORDING TO THE SAVE THE WAVES PROGRAM AND USPH (THE UNITED STATES PUBLIC HEALTH) STANDARDS.
- ENSURE PROPER WASTE HANDLING.