

EDSHER PILAPIL REVILLA

 **Contact No.**
0543005122

 **Email**
edsher06@yahoo.com

OBJECTIVE

To be able to share my knowledge, skills and talents that will contribute for the growth and success of the company and my employer.

EDUCATION

Tertiary:

Laguna State Polytechnic University
Sta. Cruz Laguna, Philippines
Hotel and Restaurant Management
S.Y. 2006-2008 (Graduate)

ACTS Computer College

Sta, Cruz Laguna
Associate Computer Science
S.Y. 2005-2006 (Undergraduate)

Secondary:

Linga National High School
Brgy.Linga, Pila Laguna, Philippines
S.Y. 2000-2004

Primary :

Pinagbayanan Elementary School
Brgy. Pinagbayanan, Pila Laguna,
Phils.
S.Y. 1994-2000

SEMINARS & TRAININGS

CARD BANK MICROFINANCE

Calauan, Laguna Philippines
2009

LE SOUFFLE Top of the City

(On-the-Job Training)
34th floor City Bank Tower Paseo de
Roxas, Makati, City Philippines
2008

EMPLOYMENT HISTORY

Assistant Manager | McDonald's

Tuwaig, Riyadh Saudi
December 2022 - Present

Job Description:

- Schedule and coordinate meetings.
- Conduct employee performance reviews.
- Develop good customer relationships.
- Smooth out problems within the workplace.
- Address employee and customer concerns.
- Develop strategies for better workplace efficiency and goal achievement.
- Fill in for General Manager (GM) in times of absence. Make executive decisions, hold meetings and provide accountability.
- Troubleshoot POS system.

Store Manager | Microtea

Sta. Cruz, Laguna, Philippines
June 2019 - 2022

Job Description:

- Meet sales goals by training, motivating, mentoring and providing feedback to sales staff.
- Ensure high levels of customers satisfaction through excellent service.
- Complete store administration and ensure compliance with policies and procedures.
- Maintain outstanding store condition and visual merchandising standards.

Waiter/Supervisor | Spectra Support Services

Riyadh Saudi Arabia
February 2017 - March 2019

Job Description:

- Greet customers when they arrive. Take them orders and place these orders in the kitchen.
- Memorizing the menu and offering recommendations to upsell appetizers, desserts, or drinks.
- Serve meal and beverage orders from customers.
- Organize the table and keep up a neat and clean dining area.
- Manage a team of employees by providing constant feedback and communicating the company's goals.
- Managing the workflow of their employees, creating team schedules and delegating tasks.

Waiter | National Catering for Management and Services (SODEXO)

Dammam Saudi Arabia
September 2014-November 2016

Job Description:

- Greeting guests and taking meal and beverage orders.
- Staying attentive to the needs of guests in the dining area.

ATRIUM HOTEL

(Manila Internal Convention)
Pasay City, Metro Manila, Philippines
2008

REFERENCES**Hon. Ruben Albayda**

Barangay Chairman
Brgy. Pinagbayanan, Pila, Laguna

Joel Fabro

Senior Accountant
(NCMS SODEXO)
Dammam Saudi Arabia

- Delivering food from the kitchen to the guests.
- Following health code standards with regards to the handling of food.
- Organize the table and keep up a neat and clean dining area.

Housekeeper/Admin Assistant | Saudi Oger Ltd. Com

(A contractor of King Abdullah University Science & Technology - KAUST)
FMD Thuwal Saudi Oger, Saudi Arabia
June 2010 - 2014

Job Description:

- Preparing, organizing and storing information in paper and digital form.
- Dealing with queries on the phone and by email.
- Cleans and sanitizes rooms, vacuums and sweeps floors, and carpets.
- Cleans and sanitizes bathrooms, showers, toilets, sinks, and countertops.
- Replenishes toiletries and towels. Empties trash receptacles.

Solution Aide (Chemical Solutions) | Amherst Laboratory

(Pharmaceutical Com.)
Mamplasan, Binan, Sta. Rosa, Laguna, Philippines
January - April 2010

Job Description:

- Assisting scientists in the quantitative or qualitative analyses.
- Sets up required apparatus and equipment as directed by Chemist.
- Maintain clean and safe keep laboratory equipment.

Salesman/Stockman | Rusty Lopez (Shoe and Apparel)

Centro Department Store, Sta. Cruz, Laguna, Philippines
March 2009 - August 2009

Job Description:

- Serves customers by selling products and meeting customer needs.
- Ensure that the customer is satisfied and adequately taken care of while making a purchase.
- Sorts and stocks products on the shelves.
- Assists fellow associates as needed throughout the store.
- Maintains an accurate log sheet of daily moves, scanning inventory, and counting accurately.

Service Crew/Cashier | Jollibee Food Corporation

Waltermart Real Calamba Laguna, Philippines
June 27 - October 15, 2008

Job Description:

- Greet the customers and taking meal and beverage orders.
- Staying attentive to the needs of customers in the dining area.
- Delivering food from the kitchen to the customers.
- Perform food production duties or serve customers at the cash register following standard operating procedures.
- Ensure operations excellence by adhering to the systems and standards of the store.
- Maintain a clean and organized workstation and ensures a clean guest area.
- Understand, follow and practice adherence to company policies, workplace safety standards, First In-First Out (FIFO) stock rotation, follows and promotes Food Safety practices, cleanliness and sanitation, and good housekeeping practices.