

MARY ROSE OLAYBAR MENDIOLA

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Block 12 Lot 22 Saint Louie Village, Admiral Talon 3,
Las Pinas City, Philippines

PROFESSIONAL SUMMARY

An expert in food and beverage service who specializes in collecting guest's orders and payment, communicating the food and drink order to the kitchen staff, and serving the meal order to the guest. Keeping the food counter, tables and utensils spotless at all times. Highly qualified and well-established in providing quality total guest experience by giving all-out service.

WORK EXPERIENCE

SHIFT MANAGER

July 25, 2022- Present

PERI-PERI CHARCOAL CHICKEN & SAUCE BAR

Las Pinas City, Philippines

- Delegating responsibilities to staff members and ensuring they complete them efficiently and accurately.
- Keeping track of daily inventory and making sure that every shift accomplishes Area Reports.
- Making sure that all staff members show up for work on time.
- Addresses and resolves customer inquiries and complaints.
- Manages cash intake, counting out registers at regular intervals.
- Make sure all reports and checklist are done every shift
- Overseeing the performance of both Back of House and Front of House staffs during shift
- Responsible for quality checking of the products served to the guest.

PHARMACY ASSISTANT

June 12, 2018- May 31, 2022

MERCURY DRUG CORP

Las Pinas City, Philippines

- Interact with customers and patients to fulfill their needs.
- Stock shelves and maintain inventory.
- Ensure proper labeling of medication.
- Maintain inventory records of drugs dispensed.
- Checks expiry of the stocks in the shelves and ensure to follow First Expiry, First Out.
- Ensures the cleanliness of the assigned gondola.

SERVICE CREW

September 2016- January 2018

GOLDEN ARCHES DEVELOPMENT CORP.- MCDONALDS PHILIPPINES

Las Pinas City, Philippines

- Responsible for preparation of food orders
 - Responsible for customer Service request
 - Responsible for assisting newly hired service crews.
 - Responsible to train newly hired service crews
 - Responsible in taking order, cashing out and presenting order of the customer in Drive-Thru
 - Responsible for Month End and Mid-month inventories
 - Responsible for initiative task rotation on food handling and preparation.
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EDUCATION HISTORY

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR IN MARKETING MANAGMENT

2014-2018

DR FILEMON C. AGUILAR MEMORIAL COLLEGE OF LAS PINAS, METRO MANILA, PHILIPPINES

TRAININGS

MANAGERIAL DEVELOPMENT PROGRAM 1&2

June 25, 2022- October 2022

WOW Center, Paranaque City, Philippines