

# LEVIS E. GOTERA

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## OBJECTIVE

To obtain a position where there is opportunity for me to advance my career path in an establishment using the skills acquired in the field I am so passionate about which is culinary arts and services. I would like the opportunity to work for a company which offer career advancement where a win-win situation is obtained to contribute with hard work, discipline and learning skills which will not only upgrade my knowledge and expertise but importantly as a whole team effort enable to maximize profitability to the organization.

## PERSONAL EXPERIENCE

### Pantry Owner

School Canteen

TAGUIG CITY UNIVERSITY

2019 – 2021

- Providing high quality healthy food for our customers in a professional manner, customers are primarily students but also includes staff.
- Working with the canteen committee to ensure the canteen operate profitably.
- Demonstrating high standard of hygiene in relation to the preparation, storage and serving of food at the canteen.
- Manage the canteen to function as an efficient business enterprise.

### Acacia Hotel Manila

5400 East Asia Drive Cor.Commerce Avenue, Filinvest, Corporate Alabang, Muntinlupa City

September 29, 2015 to May 04, 2018

Cold Commis 111- OIC

- Worked as Commis III and officer in charge for almost 3 years
- Oversaw kitchen operations as the Officer in Charge, ensuring seamless coordination and efficient workflow
- Developed and executed creative culinary concepts, maintaining high standards of quality and presentation.
- Implemented effective cost-control measures while managing inventory and optimizing resource utilization.
- Assigned in the Buffet Area, Cold Station, And Hot Station.
- Prepared monthly inventories, ordered items needed and supervised quality of food
- Provided the highest and most efficient level of hospitality service to guests.
- Produced a quality product in a timely and efficient manner for the customers.
- Maintained cleanliness, sanitation at the assigned work area.

### **Bellevue Hotel Manila**

North Bridgeway, Northgate Cyberzone, Filinvest Corporate Alabang, Muntinlupa City

April 16, 2013 to September 30, 2014

Pastry Kitchen Commis 111

- Assisted in the preparation and production of high-quality pastries, desserts, and baked goods.
- Collaborated with senior pastry chefs to execute recipes, ensuring precision and adherence to standards.
- Maintained a clean and organized pastry kitchen, following hygiene and safety protocols

### **Maia Chloe Visitation**

Singapore

Dates: 2008-2009

House Keeper

- Executed thorough cleaning and maintenance tasks to ensure a pristine and organized living or working environment.
- Followed established cleaning protocols, including dusting, vacuuming, and sanitizing, to uphold high cleanliness standards.
- Demonstrated attention to detail in managing linen changes, room setups, and overall upkeep, contributing to a welcoming and comfortable atmosphere.

### **Grand Terrace Bar & Restaurant**

Valenzuela City

1999-2000

Cashier

- Conducted precise and efficient cash transactions, handling payments accurately and providing excellent customer service.
- Managed customer inquiries, addressing concerns, and ensuring a positive and seamless checkout experience
- Maintained a tidy and organized cashier station, adhering to company protocols and contributing to a customer-friendly environment.

## **AWARDS AND ACKNOWLEDGEMENTS**

- National Certificate II in Commercial Cooking
- (March 24, 2013)
- 1<sup>st</sup> Turkish Bread Bake of Challenge
- World Trade Center (WOFEX)
- (March 2013)
- Multi – Match Catering Services
- Metropolitan Ave. San Antonio Village Makati City
- (January 2013)
- National Commission on Muslim Filipino
- Bureau of External Relations Halal Strategic and Development Center (July 12, 2012)

## PROFESSIONAL TRAINING

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Diploma:

- **Fundamental Culinary Art**  
Apicius Culinary Arts & Hotel Management Consultants, Inc  
3<sup>rd</sup> Floor LT Bldg. 8281 Dr. A Santos Avenue  
Sucat, Parañaque City  
July 2012 to April 2013.

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## ON THE JOB TRAINING

Position: Student Trainee (OJT)

Employer: B-Hotel

Department: Hot Kitchen, Cold Kitchen & Pastry Kitchen

Period of Internship: January 21, 2013 to April 16, 2013

## SEMINAR ATTENDED

- **MacroAsia Inflight Catering Services**  
NAIA, Pasay City  
May 23, 2012
- **Food Safety and Hygiene Management Workshop North Bridgeway**  
Filinvest City, Alabang Muntinlupa City  
2014

## EDUCATION

Diploma:

### **Fundamental Culinary Art**

Apicius Culinary Arts & Hotel Management Consultants, Inc

3<sup>rd</sup> Floor LT Bldg. 8281 Dr. A Santos Avenue Sucat, Parañaque City

July 2012 to April 2013.

### **Secondary:**

#### **Taguig National High School**

Lower Bicutan, Taguig City, Philippines

1995-1999

### **Primary:**

#### **Ciriaco P. Tinga Elementary School**

Hagonoy, Taguig City, Philippines

1989-1995

**PERSONAL DETAILS**

Date of Birth: June 11, 1982

Place of Birth: Pasig City

Age: 41 years old

Status: Single

Gender: Female

Language: English, Tagalog

**PASSPORT INFORMATION**

PASSPORT NUMBER: P9759543B

PLACE ISSUED: DFA NCR SOUTH

DATE ISSUED: 25<sup>TH</sup> APRIL 2022

EXPIRY DATE: 24<sup>TH</sup> APRIL 2032