

# MARY CRIS D. QUERUBIN

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## OBJECTIVES

- To work as a **FOOD SERVICE SUPERVISOR & BROKERAGE FIRM** where I can expand my learnings, knowledge and skills to the organization, that I can use and share my experiences in the food and beverages industry and logistics company both Export & Import Processing.

## WORK EXPERIENCES

Processor/Import Receiving/ Clerk  
ZMD CUSTOMS BROKERAGE INC.  
(January 23 – May 15, 2023)

- . Monitoring of All containers in the System
- . Filling and organize the container refund in All shipping lines.
- . Filling and receiving of All Documents in BOC.

**Store Supervisor**, Chunky Boss

[August 2022 – January 15,2023)

- To ensure that profit-and-loss (P&L) statements are complete
- To ensure that petty cash vouchers are balanced
- To ensure always the safety and security of both employees and customers.
- To maintain the cleanliness and convenience of the restaurant.
- Always attend to the customer's needs.
- To deliver 100% satisfaction of the customers.
- To give the proper training based on standard operation procedures.
- To follow the procedures according to the station observation checklist.
- To prioritize always the safety of the restaurant and customers.
- To maintain the heat and freshness of the products.
- To ensure the preparation areas are clean and sanitized.
- To ensure the quality of the products are new.
- To achieve 100% in the Quality Service and Cleanliness of the restaurant of all times.
- To control the wastages of the products based on daily usages.
- Daily checking on the bulletin board in any updates
- Responsible for checking the proper hygiene of both employee and staff.
- Maintaining the Cleanliness, Condition and Completeness of all equipment in the restaurant.
- To help to increase the profits of the restaurant through suggestive selling.
- To help the operation as needed.
- Respond and give a solution for the complaint using the techniques L.A.S.T • Always to cooperate, Coordinate, and proper communication all the time.

**Food Service Supervisor, Cameron Bay Holding Company, McDo AB [December 2018-November 2022]**

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- To follow the procedures according to the station observation checklist.
- To prioritize always the safety of the restaurant and customers.
- To maintain the heat and freshness of the products.
- To ensure the preparation areas are clean and sanitized.
- To ensure the quality of the products are new.
- To achieve 100% of the Quality Service and Cleanliness of the restaurant at all times.
- To control the wastages of the products based on daily usages.
- Daily checking on the bulletin board in any updates
- Responsible for checking the proper hygiene of both employee and staff.
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**Crew to Swing Manager, Al Mana Catering Company (WLL), McDo Qatar [May 2015 – May 2017]**

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**Crew to 2<sup>nd</sup> Assistant, Al Mouser Catering Company, McDo Kuwait [July 2007 – July 2014]**

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**Crew to Team Leader, Golden Arches Incorporation McDonalds' PH [August 1996 – 2002]**

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**TRAINING ATTENDED**

- Crew chief class.
- Basic shift management class.
- Advanced shift management class.
- Made for your (MFY) Training class.
- Split function system (SFS) Training class.
- Excellence practices management class.
- Protocol's training for COVID19 pandemic.
- Certified emergency first aid and CPR (Canadian red cross)
- Completion of service safe (MCAMPUS)

## **SPECIAL SKILLS**

- Flexible and can easily adapt to various work settings.
- Be a role model and positive attitude and ability to learn new things for my past development.
- Energized and self-motivated
- Being strong and professional.

## **EDUCATIONAL BACKGROUND**

### **PRIMARY LEVEL**

EFIPANIO DE LOS SANTOS YEAR GRADUATED 1986

### **SECONDARY LEVEL**

ARAUULLO HIGH SCHOOL YEAR GRADUATED 1992

### **TERTIARY LEVEL**

BACHELOR OF SCIENCE IN CUSTOMS ADMINISTRATION YEAR

UNDERGRADUATE 2002

## **PERSONAL DETAILS**

Date of Birth: January 12, 1979

Passport No: P675267713B

Expiration Date: May 3, 2031

Nationality: Filipino

Civil Status: Married

Languages Spoken: English, Tagalog, Arabic.

MARY CRIS QUERUBIN