



GLENARD R. PERNADA JR.

Al Satwa, Dubai, UAE

+971525673772

pernadaglenard016@gmail.com

OBJECTIVE

Secure a responsible career opportunity to fully utilize my skills and training while making a significant contribution to the success of the company.

SKILLS

- Positive attitude
- Multi-Tasker
- Attention to detail
- Communication
- Computer Literacy
- Teamwork
- Customer Service

OTHER INFORMATION

- Nationality : Philippines
- Age : 22
- Marital Status : Single
- Visa : Visit Visa
- Visa Expiry : August 08, 2023
- Availability : Can join immediately

LANGUAGE

- English - Advance
- Tagalog - Fluent

EXPERIENCE

March 2023-
June 2023

Ali Abu Atteyh Cleaning Services – Encoder

* Input all the employee's booking; and checking all the bookings and their corresponding area and materials.

May 2022 -
November 2022

Veranda Alfresco & Grill - Waiter

* Provide exceptional customer service to all customers* Schedule and manage tables, reservations and seating.

* Ensure that tables are properly cleaned and all business supplies are stocked; Recall and mop tables as necessary.

* Prepare and serve food.

* Maintain a safe work environment.

October 2021 -
March 2022

Diosa Tea Burger – Assistant Cook

* Maintaining a clean and orderly workstation at all times.

February 2018 -
August 2018

Soaring High Marketing International Corp. – Sales Agent

*Establish relationship with new customers.

EDUCATION

2019-2020

LYCEUM UNIVERSITY OF APARRI

Bachelor of Science in Information Technology

2013-2017

Lal-Lo High School

Secondary