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ADDRESS:

404, Al Dhafra Building, Al Barsha 1, Dubai, United Arab Emirates

OBJECTIVE

Obtain a position as a team-player in a people-oriented organization where I can maximize my customer-service experience in a challenging environment to achieve the corporate goals.

PERSONAL DETAILS

Nationality : Filipino

Date of Birth : August 17, 1991

Marital Status : Single
Age : 32
Visa Status : Visit Visa

Languages : English & Tagalog

COMPUTER LITERACY

Highly Proficient in all latest packages of Microsoft Word, Excel, PowerPoint and Outlook

DANTE JR. LACANDOLA TIGLAO

EXPERIENCE

COMMIS CHEF

COLOUR MY PLATE CATERING SERVICES, DUBAI UAE

APRIL 2022 - AUGUST 2023

- Support the Demi Chef de Partie in the daily operation and work
- Keep work area at all times in hygienic conditions according to the rules set
- Coordinate and participate with other sections of requirements, cleanliness, wastage and cost control
- Washes, chops, and cuts fruit, meat, and vegetable items
- Plates meal items under the Demi chef de partie's supervision

ASSISTANT CHEF (GREEK CUISINE) PUBLIC CAFÉ DMCC, DUBAI UAE

SEPTEMBER 2018 - FEBRUARY 2022

- Work with the Chef to coordinate and carry out the preparation of all meals
- Set up and stock stations with all necessary ingredients
- Make arrangements to store food items in a safe and such as cleaning
- Operate kitchen equipment such as ovens and grills for cooking purposes
- Maintain knowledge of all recipes so that the head chef's place can be filled in effectively in case of absenteeism

SHIFT SUPERVISOR

PETRON CORPORATION, PAMPANGA PHILIPPINES

APRIL 2016 - MARCH 2018

- Supervises and coordinates the daily activities
- Responsible in ensuring customer satisfaction and accommodating and assessing of customer compliant at all times.
- Responsible in recording sales and order information and furnishing sales report review.
- Review and approves contract or orders
- Responsible to disseminate customer complaints to concern departments

CREDIT COLLECTION REPRESENTATIVE

RACAL MOTORSALES CORPORATION, PAMPANGA PHILIPPINES

NOVEMBER 2013 - APRIL 2016

- To collect payments from clients
- To issue OR/CR/PR with full and complete information of clients
- To counter Billing Invoice to clients
- To deliver Official Receipts issued by the company to clients and bank to bank payments.

SALES ASSOCIATE

WILCON DEPOT INC, PAMPANGA PHILIPPINES

MARCH 2013 - NOVEMBER 2013

- Greet and assist customers in selecting building materials.
- Provide product information, pricing, and recommendations to customers based on their project requirements.
- Process sales transactions accurately and efficiently using the company's point-of-sale (POS) system.
- Maintain a clean and organized displays to enhance the shopping experience for customers.

FOOD QUALITY CONTROL

CHIC - BOY RESTAURANT, PAMPANGA PHILIPPINES

APRIL 2012 – FEBRUARY 2013

- Coordinates food production schedules and ensures highest levels of food quality, taste and presentation
- Coordinate with the chef to establish goals for the kitchen anticipate and resolve problems concerning facets of the kitchen
- Assists in manage a day-to-day operation of the kitchen

EDUCATION

BACHELOR OF SCIENCE IN MARKETING MANAGEMENT DON HONORIO VENTURA STATE UNIVERSITY

2008 – 2012

REFERENCES

AVAILABLE UPON REQUEST