



Rex Quintin T. Agoncillo

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Employment History

Position: **Area Manager (New York Chicken, Quick Food, Crepe Delicious)**

Company: Al Marzooq Group

Address: Tubli, Bahrain

Date: November 15, 2017 – Present

Job Description / Duties and Responsibilities

- Coordinate and work with Operations Manager in Manager pre-opening requirements which includes restaurant set-up and lay-out, purchasing of all equipment, tools, and furniture.
- Manage continuous research & development
- Conduct applicants' interview and evaluation during hiring process.
- Provide team member training per department
- Managing daily operations to ensure highest quality of products and services at all time.
- Visits multiple outlets to check whole restaurant and back end operations
- Established systems and procedure to manage restaurant's sales, expenses and wastages
- Consolidates and prepares restaurant's month income statement / P&L and reports to Operations Manager and Owners
- Supervises quality of supplies delivered by different suppliers
- Ensures food and beverage products are up to spec

Position: **Outlet Manager**
Company: Smartbite Café – Smartbite for Café & restaurant Management
Address: Adliya, Bahrain
Date: September 1, 2017 – November 15, 2016

Job Description / Duties and Responsibilities

- Formulation of Café operations manual
- Establishing policies, system and procedure for the café
- Supervises progress of overall construction and administrative task of each department to ensure café operation timeline will be met as planned
- Reports directly to the owner and board of directors
- Assist hiring process of the café's manpower need
- Analyses financial budget versus expenses from construction to the café opening
- Formulates training manual and training plan
- Assist marketing department in developing marketing program to promote the brand

Position: **Operations Consultant**
Company: Chef Him Food Consultancy
Address: Pasig City, Philippines
Date: November 2014 – June 2015

Job Description / Duties and Responsibilities

- Formulates strategies to improve service and operational procedure
- Formulates system and procedure for restaurants and admin department
- Create and implement effective methods to maximize restaurant's profitability.
- Create appropriate process and procedure to improve quality of service and standards.
- Sets parameters to improve efficiency and effectiveness to the system and procedures of the organization.
- Evaluates Restaurant's performance and gives recommendation for improvement
- Provides system and procedure to improve restaurant profitability
- Ensures implementation of standard operation procedure
- Trains managers and staff to maintain goal alignment to provide excellent service and standard operation procedure
- Analyze restaurant's financial statement and provide action plan to increase sales levels and profitability
- Ensures excellent quality of service and products at all times
- Conduct random audit on service and product handling adherence

Position: **Managing Partner**
Company: GANDT Food Services
Address: Pasig City, Philippines
Date: March 2013 – June 2015

Job Description / Duties and Responsibilities

- Overall in charge for the business analysis and development
- Lead other managing partners and staff for the improvement of the business
- Formulates strategies to increase chances to have multiple chains
- Conduct feasibility study of any franchising applicant
- Manage pre-opening and opening requirements of the outlet
- Provide and implement system and operational procedure to ensure quality of service, food and improvement of profitability
- Manage marketing strategies to increase people awareness of the brand

Position: **Restaurant Manager**
Company: Ginza Bairin
Address: Makati City, Philippines
Date: July 24, 2013 – December 15, 2013

Job Description / Duties and Responsibilities

- Responsible for providing quality food preparation of different dishes.
- Ensure a high level of customer service is maintained and any complaints or issues are successfully resolved.
- Perform effective shift running and floor control including a comprehensive handover to relieving manager.
- Manage the store cash and safe in accordance with the company policy.
- Provide direction and focus to team members including and direct breaks as required
- Manages overall store operation on a per shift basis.

Position: **FOH & Kitchen Supervisor**
Company: TGI Friday's Bahrain
Address: Bahrain
Date: August 21, 2008 – December 03, 2012

Job Description / Duties and Responsibilities

- Responsible for providing quality food preparation of different dishes.
- Ensure a high level of customer service is maintained and any complaints or issues are successfully resolved.

- Perform effective shift running and floor control including a comprehensive handover to relieving manager.
- Manage the store cash and safe in accordance with the company policy.
- Provide direction and focus to team members including and direct breaks as required
- Manages overall store operation on a per shift basis.

Position: **Asst. General Manager**

Company: Krispy Kreme Doughnuts and Coffee (The Real American Doughnut Co. Inc.)

Address: Taguig, Philippines

Date: July 16, 2007 – July 16, 2008

Job Description / Duties and Responsibilities

- Responsible for the overall performance and running of all functions of the store.
- Enforce appropriate standards, procedures and benchmarks to achieve business and financial results
- Perform effective shift running and floor control including a comprehensive handover to relieving manager
- Ensure completion of all internal checks and audits per shift
- Ensure a high level of customer service is maintained and any complaints or issues are successfully resolved.
- Ensure appropriate and adequate doughnut ordering
- Provide direction and focus to team members including and direct breaks as required.
- Maintain controllable expenses based on profitability target
- Monitors production and bar operation
- Formulates system in operations that will be applicable in all stations
- Prepares sales projection and production on a daily basis
- Specializes production and processing operations
- Propose all identified repairs and maintenance required to store.

Trainings and Seminars

Training Center: Macapagal Training Center

Duration: May 1, 2006 to May 3, 2006

Address: Unit 502 Galleria Corp. Center Ortigas Ave., Quezon City, Philippines

Title: Food Preparation

Training Center: Macapagal Training Center

Duration: June 1, 2006 to June 3, 2006

Title: Good Manufacturing Practices

Awards and Certificates

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|-------------|------------------------------|
| Award: | Excellent Service Award |
| Restaurant: | TGI Friday's |
| Location: | Bahrain City Center |
| Duration: | December 13, 2009 |
| Award: | Highest Profit Growth |
| Restaurant: | TGI Friday's |
| Location: | Bahrain City Center |
| Duration: | 1 st Quarter 2010 |
| Award: | Highest Profit Growth |
| Restaurant: | TGI Friday's |
| Location: | Al Juffair |
| Duration: | 2 nd Quarter 2011 |
| Award: | Highest Profit Growth |
| Restaurant: | TGI Friday's |
| Location: | Bahrain City Center |
| Duration: | 3 rd Quarter 2011 |
| Award: | Highest Profit Growth |
| Restaurant: | TGI Friday's |
| Location: | Al Juffair |
| Duration: | 4 th Quarter 2011 |
| Award: | Highest Profit Growth |
| Restaurant: | TGI Friday's |
| Location: | Bahrain City Center |
| Duration: | 2 nd Quarter 2012 |

Skills and Interests

- Skilled in food preparation of different assigned dishes. (American, Italian, Mexican, and Filipino)
- Skilled in major relevant computer applications like MS Word, MS Excel.
- Well-versed in oral and written English and Filipino.

Personal Information

Permanent Address : #257 Mayfair St. Monte Vista Park, Cainta, Rizal, Philippines
Birthdate : July 24, 1985
Birth Place : Quezon City, Philippines
Height : 5'6"
Weight : 160lbs
Sex : Male
Civil Status : Single
Religion : Roman Catholic
Nationality : Filipino

Applicant's Signature