**PERSONAL INFORMATION:**

**NAME : MARK KENNETH R. MEÑEZ**

**AGE : 29**

**DATE OF BIRTH : OCTOBER 20, 1989**

**PLACE OF BIRTH : MANILA, PHILIPPINES**

**HEIGHT : 5’7**

**WEIGHT : 83 KG**

**GENDER : MALE**

**CIVIL STATUS : SINGLE**

**CURRENT ADDRESS : Flat 13 bldg. 616 block 2107 road 321 Gudaibiya**

**Manama, Bahrain**

**CONTACT # : +973 36935133**

**EMAIL ADDRESS : mark00menez@yahoo.com**

**Objectives:**

**To perform my capabilities and skills on the task assigned and to be effective enough in handling responsibilities that requires flexibilities and perseverance.**

**Work Experiences:**

**COMMI I**

**Cheesecake Factory (ME)**

**M.H. Alshaya Co.**

**Manama, Bahrain**

**Sept. 13, 2017 – Present**

**Job Description:**

* Cooks food according to the recipe.
* Line checking all products quality and quantity.
* Following and applying restaurants food safety and sanitation.
* Checking temperatures of all item according to their specific temperature.
* Storing and labeling all of each item according to their specific storage and applying FIFO
* Logging all the wastages accurately.

**Line cook TGI FRIDAYS**

**Gulf and Arab World Restaurant CO. W.L.L**

**Manama, Bahrain**

**Aug. 9, 2016 – Aug. 10 2017**

**Job Description:**

* cooks food according to the recipe with quality and good presentation like sauces, steaks, fish, burgers and all fried product
* checking all temperature of all products according to their specific temp.
* receiving all delivery products
* storing all the products according to their specific storage
* checking all food quality before serving to our guest
* keeping all areas and equipment cleaned and sanitized

**Grill Coordinator/Cashier/Service Expert**

**Al Safwa Food Company (Dairy Queen)**

**Riyadh, KSA**

**Feb. 10, 2014 – Apr. 17, 2016**

**Job Description:**

* Take grilled food orders from waiters
* Grill requested food items in accordance to customers’ speciﬁcations and preset recipes
* Manage portions of grilled food items and garnish them
* Regulate temperature of broilers, grills and roasters
* Taste and evaluate food items before serving
* Receive raw food items from suppliers
* Ensure that all supplied items are of good quality and accurate quantity
* Respond to customers’ complaints and resolve their issues
* Take payment in exchange of items sold
* Identify prices of goods using memory or scanner
* Enter transactions in the cash register and provide customers with the total bill
* Sort and count currency and coins
* Issue receipts and change to customers
* Count money at the end and beginning of each shift
* Process exchanges and refunds
* Ensure that all checkout counters have enough cash
* Process credit card and check payments
* Perform the duties of customer service representative when required
* Maintain periodic sales reports and spreadsheets
* Greet customers, settle them down and take order
* Process the order, generate bills and answer guest queries about deal offers and service time
* Clean up the tables after the guests leave and set them for the next guests
* Pack and serve warm food efﬁciently, in accordance with the order
* Help in kitchen or with outdoor delivery where and when required

**Line Cook (Karate Kid Japanese Restaurant )(Café France)**

**4th Dimension Multi-purpose Cooperative**

**26 Ipo St. La Loma, Quezon City**

**Aug. 15, 2012 – June 30, 2013**

**Job Description:**

* Preparing sushi, maki, noodles, fried rice
* To keep all areas of the kitchen clean and sanitized.
* To prepare foods, make sure all food is thoroughly washed prior to preparation and cooks to their
* standard procedure.
* Responsible for helping the staff unload shipments of food and other supplies to be used in the
* kitchen.
* To keep the kitchen in an orderly manner. To put pots, pans, kitchen equipment and utensils in a
* place where they can be easily retrieved by other kitchen personel.

**Cook (Aristocrat Restaurant)**

**JRS Management Center**

**R-211 YMCA Bldg. 945 Sabino Padillla St.**

**Binondo, Manila**

**Oct. 26, 2009 – Sept. 19, 2010**

**Job Description:**

* To assist the cooks prepare meals. To make sure all food is thoroughly washed prior to
* preparation.
* To wash silverware and other utensils while assisting the kitchen staff.
* To keep the kitchen in an orderly manner, which helps ensure they are available for the food
* service staff as well as the cooks

**Cook (Aristocrat Restaurant)**

**Genaration One Resources**

**2nd Flr., ARCS 2 Sycamore Bldg.**

**Buencamino St., Alabang, Muntinlupa City**

**Sept. 15, 2010 – April 15, 2012**

**Job Description:**

* To assist the cooks prepare meals. To make sure all food is thoroughly washed prior to
* preparation.
* To wash silverware and other utensils while assisting the kitchen staff.
* To keep the kitchen in an orderly manner, which helps ensure they are available for the food
* service staff as well as the cooks

**Messenger / Data encoder**

**S.M.H.P. Marketing and Consultancy**

**#2629 Manor Bldg. G/F Taft Ave., Malate, Manila**

**Jan. 2007 – Dec. 2007**

**Job Description:**

* To receive messages or materials to be delivered, and information on recipients, such as names,
* address and contact number. And delivery instructions, communicated via telephone or in person.
* Plan and follow the most efﬁcient routes for delivering goods.
* Record information such as items received, delivered and recipient’s responses to messages.
* Perform general ofﬁce or clerical work such as ﬁling materials, operating, duplicating machines or
* running errands.
* Sort items to be delivered according to the delivery route.
* Check with home ofﬁces after completed deliveries, in order to conﬁrm deliveries and collections
* and to receive instructions for the deliveries

**EDUCATIONAL BACKGROUND:**

**Vocational:**

KABAKA Manpower Training Center

Hotel and Restaurant Services May – Sept. 2008

(TESDA Accredited)

**Secondary:**

Saint Anthony’s School 2001 -2005

Singalong, Manila

**Primary:**

Rafael Palma Elementary School 1995 -2001

Zobel, Roxas

**CHARACTER REFERENCES:**

**Ms. Abigail Santos** Karate Kid Japanese Fastfood Restaurant Manager

SM City San Lazaro

**Mr. Resty M. Cruz** Generation One Resources Area Coordinator

Buencamino St., Alabang

Muntinlupa City

**Mr. jose Domingez** Aristocrat Restaurant Section Head

Roxas Blvd., Malate

**Mr. Vinay Panemanglor** S.M.H.P. Marketing and Consultancy CEO

Taft Ave., Malate, Manila

400-7176

**Mrs. Elenita T. Gabasan** Ambica Int’l Accountant

Paranaque City

0919-6686449

**I hereby afﬁrm that the above information are true and correct to the best of my knowledge and**

**belief.**

**Mark Kenneth Meñez**

Applicant’s Signature