

**Personal Information:**

**Name: Emily Castillon Taata**

**Nationality: Filipino**

**Date of birth: June 10 1992**

**Status: Single**

**Age: 28years old**

**CPR number: 920621295**

**Mobile number: +973 66932307**

**Address :Seef Vista blng , flat 81 Seef Area,Manama Bahrain**

**Email address:Emilytaata1@yahoo.com**

**Professional Profile:**

 I am a dynamic individual with excellent team working and communication skills. I am capable of working under pressure, organized with a logical mind approach in terms of problem solving and drive to see things through completion. I enjoyed working through initiative or in team. As I am trustworthy, reliable, hardworking and eager to learn and have a genuine interest. Fluency of english and tagalog language.Computer letirate.

Education:

 Jose Rizal Memorial State University, Dipolog City Philippines (2009-2013)

 Graduated of a degree of Bachelor of Science in Hotel and Restaurant Management(BSHRM)

Training Course Attended :

On the job training in Bamboo Garden Business Inn and the Bamboo Garden Social Hall and Catering Services(200hrs) from April 8-April 30 2010.

On the job training in Chinese Cuisine Restaurant (840hrs) from April 3,2011-september 3 2011.

On the job training in Front Office Department at Top Plaza Hotel from april 10-may 5 2012(180hrs)

Career Summary:

Mak.today Customer Service

Job description:

Customer service representative/call center agent that deals inquires via phone calls , to be of assistance provided by a company to those people who buy or use its products and services.

Ritz Carlton Hotel Bahrain, Bushido Department Seef District, Manama Bahrain

Assistant Supervisor 2018-2020

Captain 2016-2017

Waitress 2015-2016

Bushido Restaurant and Lounge/International Hotels Bahrain,part from buddha bar network but on a different league ,a typical concept of Japanese touch a family style in which the food is being serve in the middle of the table to share.Bushido follows the exemplary of the samurai code of conduct in all aspects of existence offering the quintessential break from the frenzy urban life inspired by the mysticism of japan .

Responsibilities:

It is my primary goal as a captain waitress to ensure that the diners are receiving high quality of service.The day to day duties range my training to all levels of servers overseeing the proper order and flow of dishes ,informing the staff about specials and food that is sold out ,keeping the dining areas cleaned and organized.

Achievements :

In honor of outstanding performance as a star of the month september 2015.

 Another achievements was that after a year of evaluating my performance,i am being promoted

as captain waitress last july 31.2016.

 Another was I am the employee of the month/star of the month last April 2017

 Muju International Restaurant and Lounge Amwaj Island

 Waitress July 2014-March 2015

An International Restaurant and Lounge ,located in a dragon resort in the heart of Amwaj Island ,MUJU’s contemporary style and timeless sophistications blend with a warm and inviting ambience.

Responsibilities:

 Take orders and serve food and beverages to patrons at tables in dining establishments .Check with customers to ensure that they are enjoying their meal and take actions to correct any problems.Communicate with customers to resolve complaints or ensure satisfaction .

 Darja Daki Kitanovska

 Gulf Air, Flight Attendant

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 Restaurant Manager

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 Emily Castillon Taata