

- **Waterfront Cebu City Hotel & Casino**
Salinas Drive, Lahug, Cebu City
November 2010 – February 2011
November 2013 – March 2014
On-the-Job Training
-

Work Experiences

Purchasing Clerk

Waterfront Cebu City Hotel & Casino

April 23, 2014 – July 3, 2014

— 2 months

- Market food beverage
- orders
- compute for payment

Human Resource Assistant

Waterfront Cebu City Hotel & Casino

July 7, 2014 – January 16, 2015

— monitor Employee records
201 files

— Process government filings

— Assist the Manager

— memo

— Assist new hire / Applicants

References

Miss Sheryl Fernandez

Head Trainer

Waterfront Cebu City Hotel & Casino

09178677309

Prof. Maria Gypsy Bohol

Chairperson, Hospitality Trades Department

Cebu Technological University – Main Campus

(032) 255 – 2808 / 09155668991

Miss Joanna Marie Xy-za Ochoa

HR Supervisor

Waterfront Cebu City Hotel & Casino

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