

APRIL JOY ANDRES



CONTACT

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LANGUAGES

English, Tagalog

PERSONAL DETAILS

Gender : Female
Marital Status: Single
Nationality : Filipino

PASSPORT AND VISA INFO

Passport No. : P9872775A
Visa Status : Residence

SUMMARY

A committed diligent and proactive person, an excellent team player with the ability to motivate people, follow up as well as provide leadership, natural flair for effective communication.

SKILL HIGHLIGHTS

- Customer Service
- Complex problem solver
- Teamwork
- Strong work ethic
- Service-focused
- Strong communication skills
- Strong decision maker

EXPERIENCE

CAREGIVER

AL SAYEGH FAMILY – HIDD AL SAADIYAT ABU DHABI

April 24, 2023 – Present

COUNTER STAFF (FRUIT&VEG.)

LULU GROUP INTERNATIONAL LLC. - ABU DHABI

April 30, 2013 – February 2023

ASST. MANAGER

CONTI – JEWELLERY PAWNSHOP – PHILIPPINES

September 2011 – April 2013

PRODUCTION OPERATOR

SANYO DENKI - PHILIPPINES

July 2006 – July 2010

JOB RESPONSIBILITIES

❖ Caregiver

Assists residents with activities of daily living, including bathing, dressing, grooming, toileting, transferring, and getting to and from activities and meals according to the individual service plan. Allows and encourages residents to do as much of their care as possible.

❖ Counter Staff

Serving customers at our checkouts ensuring they receive an easy, seamless, and personalized experience. Delivering department routines. Manually condensing stock and handling products with care to maintain product quality. Championing the reduction of food waste. Following company policies and adhering to health and safety guidelines. Being knowledgeable about the products and services in my store and helping customers by giving great natural service. Replenishing products within my store. At times, you may be required to accept deliveries into the store.

❖ Asst. Manager

Assistant Managers are often in charge of the daily business operations. They verify employee schedules and ensure new hires understand their roles and duties. Assistant Managers handle phone calls regarding complaints and questions about orders or further escalations regarding services or products.

EDUCATION

➤ **FILIPINO INSTITUTE ABU DHABI CAMPUS**

Caregiver Professional Diploma – 2021 – 2022

➤ **MONDRIAAN AURA COLLEGE**

Associate in computer technology – 2004 – 2006

➤ **AMA COMPUTER COLLEGE UNIVERSITY**

Bachelor of Science in Computer Science – 2003 – 2004

DECLARATION

I do hereby declare that all the statements made above are true, complete, and correct to the best of my knowledge and belief.