# CATRINA C. REDONA

E-mail: *catrinaredona59@gmail.com*

Mobile: +971 559547315

Looking for a challenging role in a reputable organization to utilize my field experience, supervisory and training skills.

**Career Objectives**

Computer and Internet Literate

**qualifications**

Interpersonal skills

Organization and delegation

Forward planning and strategic thinking

Problem solving and decision-making

***Store Supervisor –*** *Pizza Hut Galleria Mall Branch*

**EXPERIENCE**

*Americana Kuwait Food and Co.*

*Abu Dhabi, UAE*

*January 2020-Present*

**Responsibilities:**

Lead and motivate a team of employees to ensure customer satisfaction, quality standards and operational excellence.

Ensure compliance with all company policies and procedures, including safety and security protocols.

Monitor daily operations, ensuring that the restaurant is clean, well-stocked, and properly staffed.

Develop marketing strategies to increase sales and promote the restaurant’s brand.

Analyze financial data to identify areas for improvement and develop action plans to address them.

Handle costumer complaints in a professional manner, resolving issues quickly and efficiently.

***Waitress/Cashier*** *Leona Cakes and Pastries*

*Mabolo Cebu City, 6000 Philippines*

*December 2016- December 2020*

**Responsibilities:**

Managing transactions with customers using cash registers

Collecting payments whether in cash or credit

Taking food and beverage orders and accurately entering them into the ordering system.

Performing some cleaning duties, such as at the service station, around the kitchen and in the dining area.

**Sales Associate** *Super Metro, Mandaue City, 6014 Cebu Philippines*

*November 2015-December 2016*

***Responsibilities:***

Ensure high levels of customer satisfaction through excellence sales service

Go the extra mile to get sale

Remain knowledgeable on products offered and discuss available options.

Handle returns of merchandise

Comply inventory control procedures

**Diploma Food and Beverage Services,** *Banilad Center for Professional Development*

**Educational Qualification**

*Banilad, Cebu City 6000 Phiippines*

*March 2014*

***High School***

***Our Lady Academy,*** *Ronda Cebu Philippines*

*March 2012*

**Personal Particulars**

Name : Catrina C. Redona

Date of Birth : June 24, 1995

Religion : Roman Catholic

Nationality : Filipino

Marital Status : Single

Gender : Female

Language : English

Permanent Address : SKM Bldg. 23 Khalidiyah, Abu Dhabi, United Arab of Emirates

***Declaration: I declare that all the information presented here are true to my knowledge. If required and where applicable, this document can be supported by appropriate authentic certificate.***