

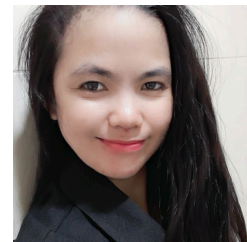
## CONTACT

### April Kris Abulencia

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## OBJECTIVE

To Secure where I can apply my knowledge. To obtain a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## EXPERIENCE

June 10,2023 - June 10,2025

- **Cashier cum Receptionist**  
Hot Palayok Grill Restaurant  
Greeting and Receiving the Incoming Customers.  
Assist and Guide them to their designated table and seats.  
Receive their Payment as cash or card payment.  
Handling online orders such as Noon, Deliveroo, Instashop, Smiles, Careem and Talabat.  
Receiving calls for inquiries about Food menu and Reservations.  
Making Reports for Credit Bills, Expenses and Sales in the end of the day.

March 7,2021 - March 6,2023

- **Shop Assistant**  
Hotpack Packaging LLC  
Greeting the Customer Whenever come and Go.  
Assist customer as needed.  
Receiving Orders .  
Handling Online Sales Portal such as Talabat, Instashop and Careem orders .  
Knowledge in Basic Software  
(Making Purchased order, Sales order , Credit invoices and Quotation).  
Sending and Replying Emails.

February 17,2017 - February 16,2021

- **Head Waitress**  
Abela and Co LLC  
ZULEKHA HOSPITAL SHARJAH  
Customer Service -Answering calls/Calling the nurse regarding patients diet.  
Providing Food for the Patient according to their diets and assigned by the Dietician  
JUMEIRA CREEKSIDE HOTEL  
Checking the Cleanliness of Restaurant.  
Availability of Foods in Buffet.  
Availability of items needed up to three days in store.  
DUBAI SOUTH  
Assist the Cashier during operation.  
Refilling the Buffet.  
Fulfilling the Restaurant needs.

## EDUCATION

2022

- **Filbrit Academy**  
Caregiving

2010

- **Urdaneta City Mayor's Livelihood**  
Sewing NCII

2006

- **Urdaneta City National High School**  
High School

## SKILLS

- Responsible in Assigned Task Trustworthy,Hardworking and Flexible in Good Moral Character. Good Communication Skills. Able to Work Independently. Can Handle Different Situation and Problems.