



SHEENA BORRE

Phone +971 588 65 4144

Email borre.sheena@gmail.com

Address SBK Pink Bldg, Al Barsha, Dubai

PROFESSIONAL SUMMARY

Highly experienced and successful branch management professional with a proven track record of increasing sales, customer satisfaction, and customer loyalty. Experienced in developing and leading highly effective teams, as well as creating and executing strategic plans. Committed to delivering exceptional customer service and achieving corporate objectives.

SKILLS

Operational Reports
Work Prioritization
Relationship Building
Branch Operations Management
Customer Relationships

Performance Review
Coaching and Mentoring
Shift Scheduling
Customer Service
Community Relations

EXPERIENCE.....

BRANCH MANAGER – Bowls Aye Rice Topping Food House

Davao City, Davao del Sur, September 2020 – Present

- Directed daily branch operations, leading the team to exceed monthly sales goals.
- Oversaw daily operations including cash management, opening and closing procedures, account maintenance
- Maintained high level of employee morale to minimized turnover and maximize customer satisfaction
- Managed day-to-day communication between the branch and corporate head quarters.
- Managed organizational and documentation compliance procedures within branch
- Communicated and implemented new ideas and strategies to improve sales, marketing and staff development.

FOOD SERVICE ASSISTANT – Golden Arches Development Corporation (McDonalds Philippines)

Davao City, Davao del Sur, September 2017 – October 2018