***DALISAY R. GERONIMO***

#15 Sitio Pasong Cruz, Brgy. Pasong Tamo, Quezon City

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***Objective:*** *To secure a position in a company where can I apply my experience and would best fit my qualifications and further enhance my values towards any responsibility that I will undertake, develop my talents and skills for continuous career improvement.*

***WORKING EXPERIENCE:***

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| * *Jan 2020 – Dec. 2021* | *Laundry Attendant/Cashier*  *Laba Mama*  *Maginhawa Ave., UP Village, Diliman, Quezon City*   * *Assisting customer* |
| * *Jun. 2019 – Aug. 2019* | *Customer Service Representative*  *Concentric*  *Cyber West, Quezon City*   * *Handling international account* * *Resolving the customer concern* * *Basic Trouble Shoot* |
| * *Jan. 2019 – Feb. 2019* | *Customer Service*  *INSPIRO*  *Welcome Rotonda, Quezon City*   * *Handling international account* * *Assisting customer about their order online* * *Resolving the customer concern* |
| * *Jan. 2017 – Mar. 2018* | *Sales/Supervisor*  *Amaretti Virginia*  *Salhia Complex, Kuwait City*   * *Greeting and Assisting the guest* * *Checking and cleaning the items* |
| * *Sept. 2014 – Oct. 2016* | *Head Hostess/Telephone Operator*  *Sultanchef Turkish Steakhouse*  *Kuwait Turkish Catering Co.*  *Al – Tijaria Tower, Kuwait City*   * *Greeting and Assisting the guest* * *To lead the hostess and make their schedule and task* * *Taking reservation thru phone and walk-in guest* * *Informing the guest about their reservation* |
| * *Jan. 2011 – Mar. 2014* | *Sales Associate/Cashier*  *Sultan Center, Electronic Dept., Homecenter Dept.*  *Jahra, Kuwait City*   * *Assisting the Customer* * *Checking and cleaning the items* * *Ordering* * *Monthly Inventory* |
| * *Jan. 2008 – Dec. 2010* | *Sales Associate*  *Asics Shoes, SM City North Edsa, Quezon City*   * *Assisting the Customer* * *Checking and replenishing the stocks and display* * *Ordering the items* * *Monthly Inventory* * *Monitoring the daily sales and monthly sales* |
| * *Dec. 2005 – Dec. 2007* | *Sales Associate*  *Reebok Shoes, SM City Manila*   * *Assisting the Customer* * *Checking and replenishing the stocks and display* * *Ordering the items* * *Monthly Inventory* * *Monitoring the daily sales and monthly sales* |

***SKILLS AND CHARACTERISTIC:***

* *Computer Literate*
* *Flexible and Fast Learner*
* *Willing to Trained and Learn*

***EDUCATION***

* *1989 – 1993 High School*

*E. Rodriguez Jr. High School*

* *1983 – 1989 Elementary*

*Old Balara Elementary School*

***PERSONAL DATA***

* *Civil Status* : *Single*
* *Citizenship* : *Filipino*
* *Height* : *5’2*
* *Sex* : *Female*
* *Religion* : *Catholic*