

# ELMER B. LIGUATON

(Availability: Can join immediately)



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Al Satwa, Dubai, UAE



## PROFESSIONAL SUMMARY

A versatile professional with 20 years of experience across Butchery / Helper, Hospitality, Export processing, and security. Proven ability to manage operations efficiently, maintain high standards, and lead diverse teams in fast-paced environments. Seeking an opportunity to utilize my strong leadership, operational, and problem-solving skills in a challenging role that fosters growth and development.

## PERSONAL PROFILE

**Nationality** : Filipino  
**Gender** : Male  
**DOB** : April 15, 1971  
**Birth Place** : Philippines  
**Language Spoken** : English, Tagalog, Cebuano

**VISA : Tourist Visa- Validity till 20/05/2025**

**International Phil. Drivers License**  
**No. G11-10-002023 - Valid March 2026**

## EDUCATIONAL ATTAINMENT

**Industrial Electronic Technician**  
**Vocational Course (S.Y.1992-1994)**  
Capitol Institute of Technology  
Bacolod City, Negros Occ., Phil.

## COMPETENCE SKILLS

- High-level cooking and food presentation skills.
- Strong multitasking in busy kitchens.
- Effective kitchen organization & teamwork.
- Accurate shipment coordination & tracking.
- Knowledge of customs and trade regulations.
- Problem-solving in delivery delays.
- Strong organizational & time management skills.
- Accurate report writing & record-keeping.
- Strong vigilance and attention to detail.

## REFERENCE

**Diolita Sorono - Manager**  
*Peba Tr. & Mfg. Corp., Cebu, Phil - 0588841462*

## Other Work Experience

**Head Security Guard – 7 years**  
**Dec 2003 – April 17, 2010**  
*At Cathay Pacific Airline, Centurion Security Agency, Inc., Cebu, Phil*

## WORK EXPERIENCE

– Dec 17, 2024 | **Butcher – 4 years**  
March 5, 2020 *At ENZO'S MEAT MARKET FOODS CORP., Cebu, Phil*

### **Duties and Responsibilities**

- Prepare, cut, trim, and portion various types of meat, including beef, pork, poultry, lamb, and fish, according to customer requests and standard and weigh, wrap, and label meat products accurately for display and customer sale & provide expert advice to customers on the best cuts of meat.
- Maintain a clean and sanitized work environment, including cutting surfaces, tools, and storage areas, following food safety guidelines and ensure proper storage of meat in refrigeration units to maintain freshness and prevent spoilage.
- Clean and maintain cutting tools and equipment regularly, reporting any malfunctions to management and follow all health, safety, and food handling regulations to maintain a safe work environment.

– Feb 28, 2020 | **COOK - Kitchen Assist. – 4 years**  
June 5, 2016 *At L'Fisher Hotel & Resto, Bacolod, Negros Occ., Philippines*

### **Duties and Responsibilities**

- Assisting the Chef Cook with the preparation of meal ingredients, which includes washing, cleaning, peeling, cutting, and chopping fruit, vegetables, poultry, meat and measures, mixes, and prepares meal ingredients, sauces, and seasonings
- Organizing and ensure that all pots, pans, cooking utensils and service counter containers are cleaned to the required standards and correctly stored after cleaning and correct storage of all dry and perishable cook chill goods as soon as possible after receipt and checking. Disposing of the expired and spoiled food items stored in stock rooms, refrigerators, and freezers

– May 30, 2016 | **Logistics Import/Export Processor – 6 years**  
May 20, 2010 *At Peba Tr. & Mfg. Corp., Cebu, Phil*

### **Duties and Responsibilities**

- Handling Customs Documentation prepare and verify the necessary paperwork to ensure conformity with international regulations.
- Responsible for filing Manual entries at the Bureau of Customs
- Monitor shipment file in BOC portal and Processing of release of Import Cargo from Warehouses and performing clearances for Resin items etc.
- Performing Clearances to Police clearance for Dangerous Goods
- Shipment Original Bill of Lading Endorsement to shipping line & Forwarder and addressing Manual task for Customs Concerned
- Picked up Original Documents from Clients and OR'S from shipping line, Forwarder, Philippine Port of authority and monitor Truck arrival to consignee and reported to Import Coordinator
- Process the Banking Break bulk Fee, Forwarding Charges, Shipping lines fee, etc.