

JENNY ROSE **ESPERA**

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately. To surround myself with motivated, skilled professionals in a job with opportunities for career development and advancement with hard work and dedication.

Personal Details

: FEMALE Gender Passport Number: P9013886B

Education

COMPUTER OPERATION

DATS Technical School Traning Center

SECONDARY SCHOOL

Lapasan National High School 2003

PRIMARY SCHOOL

City Central School 1999

Skills

Computer Skills Communication Team Work Time Management



Experience

CASHIER/SALESLADY

2023 - June 2025 WESTZONE SUPERMARKET

- · Manage transactions with customers using cash registers.
- · Scan goods and ensure pricing is accurate.
- · Collect payments whether in cash or credit.
- · Issue receipts, refunds, change or tickets.
- · Cross-sell products and introduce new ones.

Room Attendant THE LIVING ADVENTURE managed by ACCOR Oct. 2022 - Jan. 2023 Global Sports Event Qatar 2022

- Responsible for the general cleanliness of all assigned work areas
- · Perform cleaning duties to maintain hotel rooms in a clean and orderly manner, including common areas and the preparation of vacant rooms
- · Make beds, replenish linens, clean bathrooms, vacuum halls, dust, and mop
- · Check all vacant rooms daily to keep fresh
- · Dispose of trash, waste, and other disposable material
- · Maintain all equipment used in completion of housekeeping duties

Sales Clerk

2021 - 2022 GAISANO MALL, Philippines

- · Greeting Customer as they enter the store
- · Assisting Customer in locating products by going through the inventory.
- · Suggesting new items to customer based on thier selections.
- · Monitoring the merchandise and notifiying a superviisor when items needs to be restocked.
- · Arranging items such as speciala sale items to engage customers.
- · Building customer relationship.

Graphic Lay Out Artist

2015 - 2021 FULCRUM Advertising - Philippines

- · LAY OUTING Tarpaulin, Invitation Card, Calling Cards, Flyers
- Machine Operator

Service Crew/Cashier

2014 - 2015 JOLLIBEE - Philippines

- · Take Orders from customers and present them as requested
- Help with outdoor delivery or with food preparation at the kitchen what is required at any particular time.depending on
- · Pack foods ordered by customers and serve them in the most efficient
- · Set the table in an orderly manner before customer show up.