

JOMER BERHAY

Dubai, United Arab Emirates
(FILIPINO)



PROFILE

I am a dedicated, organized and methodical individual. I have good interpersonal skills, am an excellent team worker and am keen and very willing to learn and develop new skills. I am reliable and dependable and often seek new responsibilities within a wide range of employment areas. I have an active and dynamic approach to work and getting things done. I am determined and decisive. I identify and develop opportunities.

CONTACT

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March 21, 1991

EXPERIENCE

Computer Operator/Encoder DENR (Government PH)

2019-2023

Providing data by operating a computer.
Determining a sequence of operations by studying production schedules.
Maintaining incident logs for any issues that arise.
Preparing any equipment that is needed for day-to-day operations by accessing various different forms of software.

Sales Representative Robinson's Mall (Philippines)

2018-2019

Serves customers by selling products and meeting customer needs. Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.

Waiter Max's Restaurant (PH)

2015-2018

Handled cash and credit card purchases quickly and accurately and maintained dear communication with the rest of the team. Resolved customer concerns and problems courteously and swiftly.

Service Crew Jollibee (PH)

2013-2015

Providing customer service, performing food preparation, and cleaning restaurant and dining areas. Greet customer with pleasing personality and take orders. Ensure the customer satisfaction.

SKILLS

- Customer Service
- Goal-oriented
- Data encryption
- Social Media Management
- MS Office Proficient
- Troubleshooting
- Active listener
- Attention to detail

EDUCATION

Philippines Technological and
Marine Sciences 2008-2012
(BACHELOR OF SCIENCE IN
INFORMATION TECHNOLOGY)

I HEREBY CERTIFY THAT THE ABOVE
INFORMATION IS TRUE AND CORRECT.