



Joey Rodrigues

Contact Info

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Soft Skills

- Inventory management & control
- Performance management
- Payment processing
- Retail inventory management
- Store management
- Customer satisfaction
- Promotional campaigns
- Retail sales management
- Employee training
- Operational planning
- Pricing strategies
- Store budget management
- Baker/ Pastry Chef
- Microsoft Office (Intermediate Excel skills)

Spoken Languages

- Spanish (Beginner)
- English
- Hindi
- Konkani
- Marathi

Professional Summary

Hardworking retail management professional well-versed in all aspects of running a high end store, including opening and closing procedures, banking, merchandising and recruiting. Store manager equipped with extensive experience in retail management and sales. Employs excellent leadership skills and multi-tasking capabilities. I have extensive experience in baking and as a pastry chef as well. Adding to this I have experience in guest relationship management and as a Commissary chef.

Professional Experience

Convenience Store/ Gas Station (Shell & Valero), San Antonio, USA

Store Manager June 2021 – March 24

Key responsibilities:

- Completed store opening and closing procedures each day.
- Assisted in recruiting and onboarding store staff
- Provided excellent customer care through prompt complaint resolution and quality customer service.
- Extensive knowledge of softwares such as Modisoft POS, Passport POS and Clover used for store inventory management, sales and accounting.

AIDA Cruise Liners

Pastry Chef December 2012 – June 2020

Key responsibilities:

- Inspection and cleaning of food preparation areas to maintain sanitary practices.
- Managed all day-to-day operations of bakery and pastry section
- Developed new products based on seasonal ingredients and ongoing dessert trends.
- Assisted Sous and Head chef.

Radisson Hotels (Loddy's Garden Court)

Commi II in Bakery January 2007 – December 2008

Key responsibilities:

- Organize orders for pickup and delivery.
- Taking Order • Answering questions relating to the Orders
- Process warehouse stock products.
- Maintain an inventory and regularly update it.
- Ensure the inventory is controlled and maintained with high quality for the purpose of audits.

Personal Information

Passport No: P8546809

Passport date of Issue: 11/05/2017

Passport expiry date: 10/05/2027

Date of Birth: 02/07/1989

Professional Experience

Marlin Catering Services

Baker

January 2005 - October 2006

Key responsibilities:

- Maintained kitchen equipment & oven hygiene
- Maintained strong knowledge of food safety practices
- Demonstrated time management and organisational skills

Academic Background

Nossa Ia Education Catering, Margao - 2010-11

Diploma in Bakery and Confectionary

Don Bosco, Quepem - 2008

Diploma in Commerce

Nossa Ia Education Catering, Margao - 2008

Hotel Management catering technology & applied nutrition course (3 months)

Don Bosco, Quepem - 2006

Pass class in SSCE

High School

Stenodac Institute of Career training & edu. - 2005

Basic Computer Diploma (6 months)