# Maersk Garcia

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# **PROFESSIONAL EXPERIENCE**

# **Store Manager**

Magnaye Meatshop | January 2018 - January 2025 | Batangas, PH

- Responsible for the overall store operations, which includes maximizing sales, managing expenses and controlling costs, training and managing staff
- Inventory management: Conducts regular stock checks, stock purchase and oversee the receiving and processing of goods
- Store Operations: Maintains store cleanliness, safety, maintenance, cash handling and reconciliation.

# Head Butcher

Magnaye Meatshop | January 2018 - January 2025 | Batangas, PH

- Meat Preparation: Breaks down large primal cuts of meat into smaller, retail-ready portions, weighing, packaging, and labeling.
- Quality Control & Safety: Ensures the meat is fresh, safe, and of high quality through inspection for signs of spoilage, adhering to strict hygiene standards, and proper storage of meat to maintain freshness.

# Assistant Manager

Ungkot Cafe & Restaurant | July 2024 - January 2025 | Batangas, PH

- Daily operations management: ensures smooth workflow between dining service and kitchen operations, cash handling and reporting.
- Supervised staff scheduling to ensure shift coverage and manage labour costs.
- Special events: assists in planning and execution and menu creation.

# **Assistant Chef**

Ungkot Cafe & Restaurant | December 2023 - July 2024 | Batangas, PH

- Supported Head Chef in food preparation and kitchen operations, including inventory management and stock rotation, and equipment maintenance.
- Assists with menu planning and development.

# **Junior Dining Crew**

Ungkot Cafe & Restaurant | June 2023 - December 2023 | Batangas, PH

- Provided exceptional customer service, managed guests feedback.
- Maintained a clean and organized dining area

# Safety Officer

Will Decena & Associates Inc. | March 2017 - December 2017 | Manila, PH

- Vision Properties Development Corporation | September 2016 February 2017 | Manila, PH
  - Responsible for implementing emergency response, reporting and investigation of safety incidents.
  - Conducts regular inspections to identify potential hazards and recommended actions to mitigate risk.
  - Ensures compliance with all applicable safety regulations and standards

# Revenue Inspector

Quezon City Hall-Treasurer's Office | August 2012 - July 2016 | Quezon City, PH

- Responsible for managing and collecting revenue for the city government, record keeping, and reporting on revenue collection, outstanding dues, and compliance activities.
- Property tax management which included verification of assessments, property details and ownership records.
- Business inspections to ensure tax regulation compliance, and enforcement of business licenses and tax laws.
- Inter-departmental coordination related to planning, permits, and legal services to ensure smooth revenue administration.

### **SKILLS & QUALITIES:**

- Computer & technology proficiency, excellent communication and interpersonal skills.
- Problem-solving skills, attention to detail and organizational skills
- Manual dexterity, physical stamina, and ability to perform multiple tasks
- Knife skills, use of butchery tools and machinery, Knowledge of animal anatomy
- Knowledge of food hygiene and safety techniques.

#### **TRAININGS:**

• Construction Occupational Safety & Health (COSH 40hours)

### **EDUCATION & AFFILIATIONS**

## University of Santo Tomas (2008 – 2014)

Bachelor of Fine Arts and Design, Major in Industrial Design Manila, Philippines

Apprenticeship

Johansen Furniture Company – 200 Hours, Manila, PH

- Helped in furniture fabrication and home décor.
- Designed and fabricated eco-friendly furniture as a final project