

# JAYSON M. CAPILI



## Contact

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## Education

Hotel and Restaurant Services – May 2013

**STI College**, Balayan, Batangas, Philippines, 4213

## Objective

Aim to find a job that will take my flexisibility and interpersonal skills. Be entitled for a higher level of responsibility and be given the opportunity for professional growth, and perform a more challenging task.

## Skills

- Experienced machine operator
- Food and beverage specialist
- Skilled housekeeping and waiter services
- Commercial cooking specialist
- Computer Operations (Microsoft Office: Word, PowerPoint, Excel and Internet)
- Detail oriented

## Experience

**Machine Operator** – June 2016 to April 2021**Sanseung Total Printing** Seoul, South Korea

- Strictly adhere to client job specification and ensure good quality work.
- Ensure timely preparation and availability of all production materials to avoid shortage during production.
- Operate machinery and equipment according to instructions.
- Prepared orders by processing requests and supply orders; pulling materials; packing boxes; placing orders in the delivery area.
- Operate machinery and equipment efficiently while maintaining quality standard.

**Waiter** – March 2014 to October 2015**Playa Calatagan**, Calatagan, Batangas, Philippines

- Greeting guests and taking drink and food orders
- Staying attentive to the needs of guests in the dining area
- Delivering food from the kitchen to the guests
- Ensuring the food order is made correctly by kitchen staff and looks presentable for guests

**Kitchen Crew** – June 2013 to Mar 2014**Baby Back Ribs**, Nasugbu, Batangas, Philippines

- Prepares ingredients by following recipes; slicing, cutting, chopping, mincing, stirring, whipping, and mixing ingredients; adding seasonings; verifying taste; and plating meals.
- Serves meals by reviewing recipes; assembling, combining and cooking ingredients; and maintaining a sanitary kitchen.
- Assists with orienting new employees to their work area.
- Attends to the details and presentation of order.

## Trainings/Seminars Attended

***Housekeeping International Standards***

October 6, 2012

STI College Balayan, Balayan, Batangas, Philippines

***Hotel Immersion Program***

October 21-22, 2013

Lima Park Hotel, Lipa, Batangas, Philippines

## Languages

- English
- Korean