**SYLVETH LLANA LAREZA PALOMA**

Block 7 lot 12 rightside pantranco comp.Himlayan rd. Brgy pasong tamo quezon city

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***Objective:*** *To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.*

***WORKING EXPERIENCE:***

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| * *Nov. 11 2023*
* *To present*
 | *Barista/Cashier**Big Brew**Upper banlat tandang sora q.c.**Greeting customer as they enter.**Providing customers with drink menus and answering their questions regarding ingredients.**Taking orders while paying attention to details.(e.g. preferences of coffee blend, dairy and sugar ratio.**Managing transactions with customer using cash register.**Collecting payments whether cash or credit.* |
| * *Aug. 2022 – June. 2022*
 | *Waitress**Alseef Hospital (Kuwait)**Taking customer orders and delivering food and beverages.** *Providing excellent wait service to ensure satisfaction.*
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| * *Feb. 2022 – Aug. 2022*
 | *Barista**Cafe Arabia (Kuwait)**Greeting customer as they enter.**Providing customers with drink menus and answering their questions regarding ingredients.** *Resolving the customer concern.*
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| * *June. 2019 – Jan. 2022*
 | *Nanny**Kuwait* * *Preparing kids meal and feeding them (including bottle feeding for babies)*
* *Organizing creative activities and educational games.*
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| * *Aug. 2018 – Feb. 2019*
 | *Sales Associate**Sm Appliance center**SM North Edsa.** *Greeting and Assisting the customer*
* *Go the extra mile to drive sales*
* *Excellent sales service to ensure high levels of customer satisfaction.*
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***SKILLS AND CHARACTERISTICS:***

* *Computer Literate*
* *Flexible and Fast Learner*
* *Willing to Trained and Learn*

***EDUCATION***

* *2000 – 2005 High School*

*Culiat High School*

* *1994 – 2000 Elementary*

*Pasong Tamo Elementary School*

***PERSONAL DATA***

* *Civil Status* : *Single*
* *Citizenship* : *Filipino*
* *Height* : *5’1*
* *Sex* : *Female*
* *Religion* : *Catholic*