



JUSTIN KAYE LIVARA NAVALTA

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Age: 28

Nationality: Filipino

Civil Status: Single Visa Status: Visit visa (Until November 2021)

WORK EXPERIENCE:

PARIS HOTEL (Armenia)

COMMIS SUSHI CHEF (AUGUST 2021-SEPTEMBER 2021)

- Prepared 12 kinds of sushi dishes including sashimi platter and assorted nigiri in line with established quality standards, presentation guidelines and portion controls.
- Confidently interacted with multicultural team in high pressure environments.
- Monitored line work processes to ensure consistency in quality, quantity and presentation.
- Maintained and cleaned all kitchen appliances.
- Properly handled and stored food to eliminate illness and prevent cross-contamination.
- Executed efficient mise en place procedures in collaboration with kitchen staff to facilitate smooth, efficient service outcomes.
- Inventoried food, ingredient and supply stock to prepare and plan vendor orders.

SOFTCONSTRUCT DEVELOPMENT OFFICE (Armenia)

CASINO DEALER CUM LIVE HOST (DECEMBER 2019- AUGUST 2021)

- A primary duty of the table games dealer is operating table games such as, poker, blackjack, baccarat, roulette and Create enjoyable and fun atmosphere by attending to player's needs politely.
- Resolving player's concern by escalating to live support team.
- Create lively gaming experience to players.

ARMY NAVY BURGER INC. (Philippines)

MANAGEMENT TRAINEE CUM SHIFT MANAGER (AUGUST 2018- OCTOBER 2019)

- Participate in company's strategic planning
- Practice supervisory duties and helps branch managers complete daily tasks.
- Understand restaurant's daily process and goals (Sales & Marketing)
- Job to communicate new or revised instructions to incoming shift workers and teach new employees company policies and to be familiarized and learn how to operate each

workstations in the restaurant (kitchen, cashier, dispatching, deliveries)oversee day to day operations.

- Evaluate employee's performance and helps them to improve work if needed.

MANILA INTERNATIONAL AIRPORT AUTHORITY (Philippines)

CONCIERGE CUM PASS CONTROL (JANUARY 2018- MAY 2018)

- Issuing passes both visitors and employees at Naia terminal 3.

- Attending to their concerns /resolving problems regarding their pass and others related.

- Assisting VIP's such as Diplomats, Government officials, Senate officials, Airline staffs and liable with the application forms and Data of new and current employees of Naia terminal 3.

SKY AVIATION LEARNING CENTER INC. (Philippines)

RESERVATION AGENT CUM RECEPTIONIST (APRIL 2017- JUNE2017)

- Assist the customers in planning and booking reservations.

- Helps customers in suggesting tour itineraries including hotel accommodation and car rentals.

EDUCATION:

BACHELOR OF SCIENCE IN TOURISM MANAGEMENT (JUNE 2015- MAY 2018)

STI COLLEGE – GLOBAL CITY (Philippines)

CERTIFICATE IN HOTEL AND RESTAURANT SERVICES (JULY 2019- JANUARY 2019)

PATEROS TECHNOLOGICAL COLLEGE (Philippines)

SKILLS:

Team leadership

Employee training and development

Verbal and written communication

***Filipino-** *Native or Bilingual*

***English-** *Professional working proficiency*

***Armenian-** *Elementary proficiency*

Kitchen sanitation procedures