

# RESUME



## PERSONAL BACKGROUND

Name : **Lindon M. Fernandez**  
Sex : Male  
Civil Status : Single  
Date of Birth : February 27, 1992  
Place of Birth : Baybay City, Leyte  
Age : 30 Years Old  
Height : 5'7  
Home Address : Brgy. Pangasugan, Baybay City, Leyte  
Citizenship : Filipino  
Religion : Roman Catholic  
Contact Number : **0939-764-8185**  
E-mail Address : lindonmf@gmail.com

## EDUCATIONAL BACKGROUND

Elementary : Pangasugan Elementary School  
Pangasugan Baybay City, Leyte  
1999 – 2005  
  
Secondary : Bunga National High School  
Bunga Baybay City, Leyte  
2005 - 2008  
  
Tertiary : Visayas State University  
Visca Baybay City, Leyte  
2008 - 2012  
  
Degree : Bachelor of Science in Hotel, Restaurant and Tourism  
Management

## WORK EXPERIENCE

- Job : **Property Management Office (SPMO)**  
Visayas State University  
VisCa, Baybay City, Leyte  
July 3, 2017 - Present  
*Work Rendered:*  
*Clerk/Admin Aide III, Alternate dDRCs, Monitoring, Inspection Reports, Inventory, Inspector Representative, Escorting/Receiving Deliveries, Updating of Memorandum Receipt and Recording Forwarded Files, & Driver.*
- Job : **Supply Procurement and Property Management Office (SPPMO)**  
Visayas State University  
VisCa, Baybay City, Leyte  
July 3, 2017 - 2020  
*Work Rendered:*  
*Clerk/Admin Aide III, Voucher, Inspection Reports, Filing of Purchase Order, Inspector Representative, Escorting/Receiving Deliveries, Updating of Memorandum Receipt and Recording Forwarded Files.*
- Job : **VSU Apartelle**  
Visayas State University  
VisCa, Baybay City, Leyte  
January 1, 2014 – June 30, 2017  
*Work Rendered:*  
*Front Desk Clerk/ Room Attendant, Assist Guest Luggage, Encoding Documents and other request*
- Job : **Phil. Rootcrops/ Tissue Culture**  
Visayas State University  
VisCa, Baybay City, Leyte  
June 1, 2013 – September 30, 2013  
*Work Rendered:*  
*Science Research Assistant (SRA)*
- Job : **Leylam Shawarma**  
Robinsons Place Tacloban,  
Pan Philippine Highway,  
Marasbaras, Tacloban City  
November 2012 – January 2013  
*Work Rendered:*  
*Service Crew, Cook, Purchaser and Inventory*
- Job : **Cebu Parklane International Hotel**  
Corner Archbishop Reyes Avenue  
And Escario Street, Cebu City  
August 2012 – September 2012  
*Work Rendered:*  
*On-call Waiter/Banquet waiter*

On the Job Training : **Cebu Parklane International Hotel**  
Corner Archbishop Reyes Avenue  
And Escario Street, Cebu City  
November 2011 – February 2012  
*Work Rendered:*  
*Waiter, Cook, Food Attendant, Room Attendant, Room*  
*Linen Mangler, Errand and Sales Telephone Operator*

## **SEMINARS/TRAININGS ATTENDED**

20-30 June 2016	<b>Basic Training</b> University of Cebu - Mambaling Campus Cebu South Road Properties, Mambaling
22 October 2012	<b>Orientation Seminar for Food Handlers</b> City Health Office Tacloban City, Leyte, Philippines
29 September 2011	<b>Conceptualizing and showcasing an event that upholds the hospitality and tourism industry in region VII during the Events Exhibit 2011.</b> Techno mart and Pasalubong Center Visayas State University Visca, Baybay City, Leyte
19 February 2011	<b>1<sup>st</sup> Orientation Seminars on the Industry Practice (HRTM 200)</b> Center for Continuing Education (CCE) Visayas State University Visca, Baybay City, Leyte
14 December 2010	<b>Basic Fine Dining and Table Etiquette</b> Marriott Hotel Cardinal Rosales Avenue, Cebu City, Philippines
14 December 2010	<b>Lecture and Demonstration on Foreign Dishes</b> Marriott Hotel Cardinal Rosales Avenue, Cebu City, Philippines
14 December 2010	<b>Lecture on Personality Development and Communication Skills</b> Cebu Crown Regency Hall Cebu Crown Regency Residence Guadalupe, Cebu City, Philippines
13 March 2010	<b>Fire Awareness and Control Seminar</b> DFST Pilot Plant Visayas State University Visca, Baybay City, Leyte, Philippines

## **MEMBERSHIP IN ORGANIZATION**

Member:

**Society of Hospitality Tourism Students (SHOTS)**

Visca, Baybay City, Leyte  
2008 – 2012

## **PERSONAL REFERENCES**

**ALICIA M. FLORES**

**0917-634-1430**

Head SPPMO

VisCa Baybay City, Leyte

**FRANCISCO G. GABUNADA**

**0917-532-2196**

University Secretary

Visca Baybay City, Leyte

**CONNEL D. ANTIPASO**

**0917-310-1458**

Appartelle Manager

VisCa Baybay City, Leyte

**CHEEZKA MARIE L. MERCADER**

Cebu Parklane International Hotel

Human Resource Assistant

Corner Archbishop Reyes Avenue

And Escario Street, Cebu City