

Maganhan, Baybay City, Leyte
6521 Philippines

July 2, 2020

Venice B. Ibañez
OIC Head
Department of Tourism and Hospitality Management
VSU, ViSCA, Baybay City, Leyte

Dear Ma'am,

I would like to express my sincere desire and interest to apply again as a part-time instructor in the Department of Tourism and Hospitality Management. I am a determined and conscientious person who has successfully achieved a degree in Hotel, Restaurant and Tourism Management course in VSU.

I already experience 4 consecutive semesters and a summer class in the department and have full confidence, acquired the skills, knowledge and capabilities to continue working as an instructor, previously experience working in the food and beverage industry, and pursues a Masters degree in Management in the same institution. I strongly believe without a doubt that working with you again has broaden and maximize more in my potentials, especially sharing what I have learned throughout my academics and a career in education, teaching hospitality and tourism subjects. I am willing to continue and be a part of the working environment.

Attached are my curriculum vitae for your inquiry. If qualified, I will be pleased to have an interview; I am available anytime at your convenience. You can contact me at 09271386965 or email me at alcabral10@yahoo.com.

I am looking forward to hear from you soon. Thank you very much for your time and kind consideration, good day and God Bless!

Sincerely,


Alexander L. Cabral Jr.

CURRICULUM VITAE

Alexander Laluna Cabral Jr.

Maganhan, Baybay City, Leyte

09271386965

alcabral10@yahoo.com



Objective: To be able to regain the position where I could apply my knowledge and experiences in the field of hospitality and tourism management, and for the attainment of the work force's vision.

Qualification: Persistent, flexible, and hardworking, can work under pressure, computer literate, with interpersonal skills that enables to work with people, self-driven, highly competent and has a passion for excellence and in service.

Personal Background:

Date of Birth:	October 10, 1996
Place of Birth:	Maganhan, Baybay City, Leyte
Age:	23
Status:	Single
Height:	5'5
Weight:	78 kg
Citizenship:	Filipino
Name of Mother:	Lydia L. Cabral
Occupation:	Housewife
Name of Father:	Alexander T. Cabral
Occupation:	OFW
Dialects/Language Spoken:	English, Cebuano, Tagalog
Hobbies and Interests:	Travelling, Cooking, Surfing the net, Music

Educational Attainment:

Post Graduate S.Y. 2019-present	MASTER IN MANAGEMENT major in BUSINESS MANAGEMENT (MM-BM) [On-going] Visayas State University – Main Campus ViSCA, Baybay City, Leyte, Philippines
Tertiary Education S.Y. 2012-2016	BACHELOR OF SCIENCE IN HOTEL, RESTAURANT & TOURISM MANAGEMENT (BSHRTM) Specializing in Hotel and Restaurant Management Visayas State University – Main Campus ViSCA, Baybay City, Leyte, Philippines
A.Y. 2017-2018	BACHELOR OF SECONDARY EDUCATION (BSED- 21 units) Franciscan College of the Immaculate Conception (FCIC) A. Bonifacio St., Baybay City, Leyte, Philippines

Secondary Education
S.Y. 2008-2012

Franciscan College of the Immaculate Conception (FCIC)
A. Bonifacio St., Baybay City, Leyte, Philippines

Elementary Education
S.Y. 2002-2008

Grace Christian School (GCS)
R. Magsaysay Ave., Baybay City, Leyte, Philippines

Work Experiences:

August 2019 – Present,
January 31 – July 2019,
January 22 – July 2018

Part-Time Instructor/Laboratory Instructor

Department of Tourism and Hospitality Management (DTHM)
formerly Department of Consumer and Hospitality Management
Visayas State University, ViSCA, Baybay City, Leyte

- Taught Hospitality and Tourism subjects for HRTM and HM students like World Tourism, Culinary Arts & Sciences, Western Cuisine, Asian Cuisine, Rooms Division Management & Control System, Food and Beverage Management & Control System, Fundamentals of Food Service Operations, Quality Service Management in Tourism and Hospitality, and Food & Beverage Operations Elective
- Taught Food & Beverage Services for TVL-HE Senior High School students.
- Conduct and Prepares Instructional Materials, Assignments, Quizzes and Exams.
- Evaluate Students' performance and prepares Midterm and Final grades.
- Attends to different committees' meetings at the department.
- Participate in co-curricular activities.

November 3, 2018
– January 4, 2019

Barista (All around service/operations) at Seattle's Best Coffee
Mactan-Cebu International Airport (Pre-Departure Area)
Lapu-Lapu City, Cebu

- Welcomes customers by determining their coffee interests and needs
- Prepare or serve hot and cold food/beverages
- Describe menu items to customers or suggest products that might appeal to them
- Receive and process customer payments thru cashiering
- Spot check for point of sales system
- Clean service areas such as the bar, lobby, stock room and sanitize work areas, utensils and equipment
- Receive stocks and delivery outside the airport, pull in for security checks Dry/Perishable goods during air/sea freight or daily
- Make Club House & To-Go Sandwiches, Paninis and Salads
- Rotating schedules such as Opening, Mid, Closing and Graveyard Shift

- August 2017 – January 2018 **Tutor/Substitute Teacher** at Grace Christian School (GCS)
R. Magsaysay Ave. St., Baybay City, Leyte
- Facilitates Pupils/Children in their learning, taught covered lessons and proctor exams.
- December 2016 **Tourism Staff/Volunteer**
Baybay Tourism & Investment Promotion Office (BTIPO)
Baybay City, Leyte
- Facilitates/organize events managed by the Tourism Office and ushered guests/visitors, provide information/inquiries for tourists and local people, and performs other tasks in and out of the office.
- October 2016 – August 2018 **Sunday school Teacher/Substitute** at Baybay Grace Baptist Church
R. Magsaysay Ave. St., Baybay City, Leyte
- Taught Biblical/Christian principles and spiritual values for Kids and Teens
- April 2013 **Summer Job** at the Local Civil Registrar (LCR)
LGU Baybay, Baybay City, Leyte
- Performs tasks and responsibilities in the office

National Certificates:

Technical Education and Skills Development Authority (TESDA)

- | | |
|-------------------|---|
| December 19, 2019 | National Certification III – EVENTS MANAGEMENT SERVICES |
| December 18, 2019 | National Certification II – TRAVEL SERVICES |
| December 17, 2019 | National Certification II – TOURISM PROMOTION SERVICES |
| June 16, 2019 | National Certification II – COOKERY |
| June 10, 2017 | National Certification II – HOUSEKEEPING SERVICES |
| October 19, 2014 | National Certification II – FOOD & BEVERAGE SERVICES |

Training Exposure:

- | | |
|------------------------------|---|
| July 13 - September 22, 2015 | On-The-Job Trainee at Cebu Rajah Park Hotel
Fuente Osmeña Circle, Cebu City, Philippines |
| | <ul style="list-style-type: none"> • Food & Beverage, Banquet, F.O., Sales & Marketing Dept. |
| June 23- July 2, 2015 | (ApEx) Apprenticeship by Experience in 2GO Travel
M/V-SJP II, Inter-Island Philippines
(Port of Manila City, Cebu City & C.D.O City) |
| | <ul style="list-style-type: none"> • F&B: Mess Hall, Cafeteria, Café, Housekeeping: Cabin, Tourist and Economy Class, Front Office, Galley/Kitchen |

Pre-Practicum Exposure:

Banquet and Catering Attendant	December 20-21, 29-31, 2014 (50 Hours) VSU Guest House and Pavilion ViSCA, Baybay City, Leyte
Food and Beverage Attendant	August 29-30 - September 6-21, 2014 (50 Hours) MIRTH Recreational Restobar R. Magsaysay Ave., Baybay City, Leyte
Housekeeping Attendant	December 26-31, 2013 - January 2, 2014 (50 Hours) VSU Apartel Lower campus, ViSCA, Baybay City, Leyte

Webinars Attended:

July 2, 2020	WHERE TO NEXT, TOURISM? (with E-Certificate) Eastern Visayas Tourism Association-EVTA – Googlemeet E-Pamanang Turismo Series, From Filipino Values to Filipino Brand of Service: Expressions in time of COVID-19 (with E-C) Department of Tourism (DOT Trains) – FB Live
July 1, 2020	Hotel Digital Marketing during COVID-19: Turning lookers into bookers Discovery Hospitality – FB Live
June 30, 2020	Boosting Tourism amid the crisis: Policies and Programmes of the Department of Tourism - PH German-PH Chamber of Commerce and Industry-GPPCI – FB
June 26, 2020	The FUTURE of CATERING: Adapting to the New Normal WOFEX University – FB Live
June 23, 2020	Strategies & Opportunities of Sommelier in F&B Service in the new normal (with E-Certificate) College of Int'l Tourism and Hospitality Management Lyceum of the Philippines University – Batangas - FB
June 19, 2020	FARM Tourism: Moving forward in the new normal Department of Tourism – FB Live
June 16, 2020	Technologies & Strategies in preventing the spread of virus in Food establishments (with E-Certificate) DOST – CALABARZON & Glenwood Technologies – FB
June 4, 2020	Essentials of Destination Marketing RiseUP.Ph – FB Live

Seminars and Workshops Attended:

October 24, 2019	Seminar on FOOD SAFETY AND INNOVATION VSU Center for Continuing Education (Department of Food Science and Technology) Visayas State University, ViSCA, Baybay City, Leyte
September 28, 2019	Seminar-Workshop on M.I.C.E and MORE The Oriental Leyte Convention Hall (Eastern Visayas Tourism Association-EVTA with the DOT Reg.8) The Oriental Leyte Hotel and Resort, Palo, Leyte
May 2, 2019	Seminar on INTERNATIONAL TRADE LAWS AND POLICIES VSU Convention Center (College of Management and Economics) Visayas State University, ViSCA, Baybay City, Leyte
March 11-13, 2019	Training-Workshop on EVENTS MANAGEMENT International Skills Republic Academy, INC. (ISRA) 0775 Jasmin St., Capitol Site, Cebu City
March 10, 2019	Training-Workshop on Tourism Promotion International Skills Republic Academy, INC. (ISRA) 0775 Jasmin St., Capitol Site, Cebu City
March 9, 2019	Training-Workshop on Travel and Tour Operations International Skills Republic Academy, INC. (ISRA) 0775 Jasmin St., Capitol Site, Cebu City
April 21, 2018	Training-Seminar on Disaster Preparedness VSU Convention Center – Events Mgt. Students Visayas State University, ViSCA, Baybay City, Leyte
January 24, 2018	Effective Customer Service Training – DOT Region 8 Baybay City Auditorium Baybay City, Leyte
July 8, 2017	Training on Housekeeping NC II (436 Hrs.) Acedilla Technological Institute, INC. (ATI) Baybay City, Leyte
February 28, 2015	“Business and Strategy Innovation” VSU Convention Center – Events Mgt. Students Visayas State University, ViSCA, Baybay City, Leyte
September 26-28, 2014	1st Hospitality and Tourism Youth Conference - Region 8 VSU Center of Continuing Education Visayas State University, ViSCA, Baybay City, Leyte
February 15, 2014	“Proper Food Handling and Safety in the Food Production Area” Department of Consumer and Hospitality Management Visayas State University, ViSCA, Baybay City, Leyte

March 1, 2014	“Personality Development and Social Graces Seminar” VSU Center of Continuing Education Visayas State University, ViSCA, Baybay City, Leyte
September 6-8, 2013	Current Trends in Tourism Tour in Cebu and Bohol World of Adventures Travel and Tours Cebu City, Philippines
September 8, 2013	“The Latest Trend in Hospitality and Tourism Industry” Hotel Fortuna Borromeo Street, Cebu City, Philippines
April 12, 2013	Anti-Illegal Recruitment & Trafficking in Persons Campaign Seminar Baybay City Auditorium Baybay City, Leyte, Philippines

Extracurricular Activities and Participation:

April 28, 2019	Hotel Orientation, Front Office Operation – Rooms Division, and Fine Dining & Business Etiquette SEDA Hotel Ayala Center Cebu Cebu City, Philippines
March 11, 2018	Lecture on Customer Complaints (Handling Guest Complaints and Quality Service) Alta Cebu Village Resort and Convention Center Tugbungan, Pilipog Road, Cordova, Cebu City, Philippines
March 11, 2018	Lecture on Hotel Operation and Demo on Basic F&B Service Jpark Island Resort & Waterpark Maribago, Mactan, Philippines
December 17, 2016	Co-Organizer during the Rivermaya Concert - BTIPO Baybay City Gymnasium, Baybay City, Leyte
December 11, 2016	Co-Organizer during The Baybay City Marathon 2016 - BTIPO Veterans Park, Baybay City, Leyte
February 27, 2016	Usher during the event “Dribble Giggle 2016: A Basketball Exhibition for the Benefit of Immaculate Conception Parish” Baybay City Gymnasium, Baybay City, Leyte
November - Feb. 19, 2016	Logistics Chairman/Organizer of the event “Pasundayag sa Gugma 2016: Sonata Ko, Handog Mo Concert for a Cause” VSU Gymnasium, ViSCA, Baybay City, Leyte
February 22, 2015	Usher during the “HIMIG HANDOG 2015: A Post Valentine Concert for a Cause” VSU Gymnasium

Visayas State University, ViSCA, Baybay City, Leyte

- July 2014 – March 2015 **Business Manager** in the organization of **Society of Hospitality and Tourism Students (SHoTS)**
Department of Consumer and Hospitality Management
Visayas State University, ViSCA, Baybay City, Leyte
- August 21, 2014 **Food Service Volunteer** of the **Farmers and Fisher folks' Day**
VSU Convention Center
Visayas State University, ViSCA, Baybay City, Leyte
- May - June 5, 2014 **President** for the event **World Tourism: Travel Expo '14**
VSU Convention Center
Visayas State University, ViSCA, Baybay City, Leyte
- May - June 13, 2014 **Logistics Coordinator** of the event **Mr. & Ms. Philippine Tourism 2014**
VSU Gymnatorium
Visayas State University, ViSCA, Baybay City, Leyte
- February 28, 2014 Flambé Competition during the **HRTM Month Celebration**
VSU Center of Continuing Education
Visayas State University, ViSCA, Baybay City, Leyte
- October 4, 2013 2nd Placer in defending the case analysis: Case 2 during the **Case Study Presentation of Mgmt 101(Concept & Dynamic of Management)**
VSU Center of Continuing Education
Visayas State University, ViSCA, Baybay City, Leyte

Character Reference:

Dr. Nancy V. Dumaguing, DPS-FNP
VSU – College Instructor/Assoc. Prof.
Department of Tourism and Hospitality Management
Mobile no. 09268014558

Ms. Nikki Lou M. Baslot
Former Cafe Manager (Shift)
Seattle's Best Coffee Mactan
Mobile no. 09279618673

Genevieve Marie T. Bactasa, Ed.D.-Ed.Mgt.
FCIC – College Facilitator/Asst. Dean
College of Education
Mobile no. 09151729488

Ms. Jemaima R. Lisondra
GCS–Grade 1 Teacher
Mobile no. 09066322255