

CHRISTIAN ALKUINO SANTOS

Address: Brgy. Sto.Rosario, Baybay City, Leyte,
Philippines, 6521

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PERSONAL INFORMATION:

Age : 35 yrs.old.

Height : 5'7ft

Birthdate : February 2, 1987

Weight : 75kls

Civil Status : Married

CAREER OBJECTIVE

- To get a job that is suited to my ability and experience, which will lead to a productive and successful employee.

EXPERIENCE

April 24, 2022 at Present

Visayas State University

Job Order at the Supply Property Management Office
Warehouse man and Delivery Driver

Sept. 04, 2020 to Feb. 23, 2022

J&T Express Philippines

N.L Fernandez St, Baybay City, Leyte
Sprinter/Delivery rider

January 28, 2018 to March, 2020 **Manage own business**

Food Stall

VSU Market, Baybay City, Leyte, Philippines

June 15, 2017 to Dec. 18, 2017

Administrative Document Processor

- Data Encoder (Proficient in Microsoft Word, Excel and PowerPoint applications);
- Receive & Release Office Documents;

- Handling external and internal communication and management Systems;
- Organizing, arranging and sorting of office documents;
- Conduct transactions to Government Offices;
 - Perform other Clerical tasks; and □ Perform Messengerial tasks.

Belcris Foods, Inc.

Plaridel St. Alang-Alang Mandaue City, Philippines

Jan. 27, 2017 to May 20, 2017

Server Crew

The Social bar and restaurant

Ayala center, Cebu City, Philippines

Feb. 2015 to Dec. 2016

Assistant Bar Captain

Mirth Restobar

Baybay City, Leyte Philippines

July 2011 to Dec. 2011

Service Crew

Market-Market SM Foodcourt

Taguig City, Manila Philippines

Jan. 2012 to Oct. 2012

Fry man and service crew JC Foodspot

Baybay Branch

Baybay City, Leyte Philippine

EDUCATION

Year 2006

Associate of Computer Technology

Franciscan College of the Immaculate Conception

Baybay City, Leyte, Philippines

Year 2005

High School

Franciscan College of the Immaculate Conception

Baybay City, Leyte, Philippines

Year 2000

Elementary

Baybay South Central School

Baybay City, Leyte, Philippines

TRAINING

Year 2016	NC II in Bartending Franciscan College of the Immaculate Conception Baybay City, Leyte, Philippines
Year 2008	NC II in Commercial Cooking-Culinary Arts Franciscan College of the Immaculate Conception Baybay City, Leyte, Philippine

PERSONAL TRAITS

Responsible	Motivated	Honest
Open Minded	Hardworking	Efficient

SKILLS

- Document Processing
- Proficient in Microsoft Word, Excel and PowerPoint applications
- Excellent Organizational Skills
- Excellent Communication Skills
- Bartending / Cooking Skills
- Driving skills
- Time Oriented
- Creativity

CHARACTER REFERENCE

TERESITA GAJES

Bartending Instructor

FCIC-TESDA

Contact Number: 09355344400

NAJI JUNTILLA

HR Manager

Belcris Foods, Inc.

Contact Number: 09772135920

LOUELLA CHAN AMPAC

Director of Finance

Visayas State University

Contact Number: 09175423297

LESLIE M. ARBIOL

CHED, Supervisor

Baybay South District School

Contact Number: 09177058444