

Clark Kenny Gerald S. Bautista
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OBJECTIVE

To obtain a position that will enable me to use skills and abilities that I have learned. To have more knowledge and to share my experience to my fellow associates. Seeking a responsible position where experience and professional capability can have valuable application. Positions referred to should provide an opportunity for continued personal growth and professional advancement.

QUALIFICATIONS

- **Ability to coordinate and communicate effectively at all levels, performs detailed assignments and functions within the position assigned by the company within the policy and procedure.**
- **Energetic, well behaved, hardworking, sincere resulting in a worthy employee. With vast professional experience, a good team worker, can work under stress and be a very detailed-oriented individual. Work well independently or contribute to team effort and hardworking perfectionists. Output-oriented individual, open-mindedness, composed even under pressure, plans work and sets priorities. Ready to apply acquired skills and expertise in an environment requiring in-depth technical knowledge, integrity, and a high degree of professional dedication. Computer Literate including Microsoft Offices, Internet proficiency.**

WORK EXPERIENCE:

My Space Hotel BGC University Parkway
University Parkway & 38th St, 38th Drive, 21 Saddle Taguig Manila, Philippines
Room Attendant Associate **November 2024 -September 2025**

Responsibilities of Room Attendant

- **Room cleaning and Maintenance**
- **Stocking and replenishing Guest Amenities**
- **Reporting maintenance Issues**
- **Guest Service and Interaction**
- **General Housekeeping Duties**
- **Compliance with Safety and Hygiene Standards**
- **Special Requests and Customization**

YAZAKI TORRES MANUFACTURING INC.

Conveyor/Manual Operator

June 2023- August 2024

Key Responsibilities

- Collected wires and all necessary components in order to assemble wire harnesses in accordance with each set of blueprints specifications.
- Assembled each wire harness a thorough inspection of the harness had to make to assure complete accuracy.
- Processed all necessary information had to be logged into the departmental system and on a paper form.
- Sealed assembly by heating shrink tubing, label and mark finished wire harness assembly to be process.
- Commit to following all machine set up procedures and maintenance schedules.

Zalora MCX E-Commerce Center, Daang Hari Junction,
Muntinlupa City, Metro Manila, Philippines

Sales Associate

August 2022-June 2023

Key Responsibilities of Sales

- Customer Service
- Sales Support
- Store maintenance
- Inventory checking
- Sales goals

EDUCATIONAL BACKGROUND:

TERTIARY	STI College Alabang Muntinlupa City
PROGRAM	Bachelor of Science in Hospitality Management
	S.Y. 2018-2022
SENIOR HIGH SCHOOL	Muntinlupa National High School
	S.Y. 2016-2018
JUNIOR HIGH SCHOOL	Muntinlupa National High School – (MAIN)
	S.Y.2011-2016
PRIMARY	Itaas Elementary School - Annex
	Poblacion, Muntinlupa City
	S.Y. 2007-2011

PERSONAL INFORMATION

Age	25 years old
Birthday	March 26, 2000
Birthplace	Muntinlupa, City, Philippines
Sex	Male
Religion	Born Again
Civil Status	Single
Nationality	Filipino
Height	5'4 ft
Weight	52 kg

I hereby attested the accuracy of the information declared above the true and corrected to the best of my knowledge.

Clark Kenny Gerald S. Bautista