**PERSONAL INFORMATION**

Name : **Michael Angelo Basada Piezas**

Current Address : Building 308 Wadi Swuaihliya Street Zone 51 Gharrafa Doha, Qatar

Mobile Number : + 974 5593 2607

E-mail Address : piezasma@gmail.com

Age : 37 Years Old

Date of Birth : May 17, 1986

Civil Status : Married

Gender : Male

**EXPERIENCES**

 **SUPERVISOR, EVERGREEN ORGANICS QATAR**

 **(September 1, 2021 – up to present)**

* Acts as a Storekeeper (maintains inventory records by adding or deleting items as they issued or received).
* Verifies, Updates, and Reconciles Inventory information.
* Ordering, purchasing of stocks and reconciles records.
* Determines proper floor and shelf location for supplies.
* Implementing measures to avoid stock damages and wastage.
* Giving task to the staff to meet the needs of the café and the guests.
* Monitors shelves stocks, product display and cleanliness of the store.
* Address customer’s request, comments and complaints.
* Motivates colleagues to achieve targets.

 **RED CRESCENT VOLUNTEER**

 **MANAGER, FRANZ CAFÉ**

 **(August 8, 2014 – May 10, 2020)**

* Making improvements to the running of the business and developing the restaurant.
* Assessing and improving profitability.
* Agreeing and managing budgets, overseeing stock levels, ordering supplies, promoting and marketing the business.
* Handling customer inquiries and complaints, taking reservations, greeting and advising customers.

**EDUCATION**

2007-2010

Undergraduate Level – BS Commerce Major in Entrepreneurial Management.

Northern Leyte College Palompon, Leyte Philippines.

2006-2007

Undergraduate Level – BS Information Technology Major in Power Plant.

Palompon Institutute of Technology Palompon, Leyte Philippines.

2003-2005

Undergraduate Level – BS Nursing University of Visayas.

College of Nursing Cebu City Philippines.

**LICENSE**

 Driver’s License in Qatar – Car Manual

 Date Issue: 2021-06-02

 Validity: 2026-06-01

**SKILLS**

 Computer Skills – MS Word, MS Excel, MS Powerpoint

 Auditing and Inventory of Stocks

 Delagating of Stocks

**SEMINARS ATTENDED**

1. Introduction to food and beverages services.

TESDA Online Course

September 17, 2020

1. Understand food handling and safety.

Wofex University Cebu, City

April 18, 2018

1. Konsyumer and Negosyo Roadshow.

Department of Trade and Indusrty Palompon, Leyte.

October 16, 2018

**CHARACTER REFERENCE**: **Miss Angelica Sesbreño**

 Operations Restaurant Manager

 Evergreen Organics

 +974 6668 4323