

**Aljon S. Jalando-on**

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**CAREER OBJECTIVES:**

Seeking a career opportunity where I can apply and improve my skills in a professional manner and to further gain experience in a progressive organization, and to assist the company in maintaining the maximum degree of control of health and safety hazard at the work place.

**WORK EXPERIENCE:**

**Company : Dip n Dip**

**Position : Barista**

**Date : November 28. 2024 – present**

**Address : Doha, Qatar**

* Discover and responds to customer needs.
* Keeps equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
* Maintains safe and healthy work environment by following organization standards and sanitation regulations.
* Develop positive relationships with Shift team by understanding and addressing individual motivation, needs, and concern.

**Company : STARBUCKS Reserve M.H Alshaya International Company**

**Position : Barista / PIC**

**Date : February 8, 2016 – November 12. 2024**

**Address : Doha, Qatar**

* Discover and responds to customer needs.
* Educates customers by presenting and explaining the coffee drink menu; answering questions.
* Sells coffees and coffee grinding and brewing equipment by explaining differences in coffee beans and coffee preparation machines; demonstrating how brewing equipment operates.
* Keeps equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
* Maintains safe and healthy work environment by following organization standards and sanitation regulations.
* Organize opening and closing duties as assigned.
* Develop positive relationships with Shift team by understanding and addressing individual motivation, needs, and concern.

**Company : SKECHERS Crown Synergy Inc.**

**Position : Team Leader**

**Date : September 15, 2014 – January 31, 2016**

**Address : Sta. Rosa City Laguna 4026, Philippines.**

* Responsible for properly and accurately receiving merchandise, totaling bills, accepting payment, and making change for customers in our retail stores. Train others to do the same.
* Build productive trust relationships with customers
* Team up with co-workers to ensure proper customer service
* Assess customers’ needs and provide assistance and information on product features
* Ensure high levels of customer satisfaction through excellent sales service
* Ensure that Warehouse store visual standards are met, including proper product placement, advertisement displays are arranged appropriately to promote sales, etc.
* Obtains merchandise requested by customer or receives merchandise selected by customer.

**Company** **: Metro Manila Mecca Corp.**

**Position : Storekeeper / Cargo Checker**

**Date :** **November 7, 2013 - March 20, 2014**

**Address : Sta. Rosa City Laguna 4026, Philippines**

**DUTIES & RESPONSIBILITIES:**

* Receiving, moving, checking and storing incoming goods.
* Checking and inspecting goods received and ensuring they are of accurate quantity, type, and also acceptable quality.
* Selecting space for storage and arranging for good to be placed in the designated areas.
* Moving items through the warehouse from receipt to dispatch to customers.
* Removing hazardous products from the warehouse.
* Storing stock away safely.

**Company : (PAGSS) Philippine Airport Ground Support Solutions, Inc.**

**Position : Airport** **Ramp Agent**

**Date : January 1, 2012 – September 5, 2013**

**Address : Pasay City, Metro Manila Philippines.**

**DUTIES & RESPONSIBILITIES:**

* Assists with loading and unloading at [aircraft](http://www.wisegeek.com/what-are-the-different-types-of-aircraft.htm) arrivals and departures.
* Handling basic aircraft servicing, baggage processing, and customer needs.
* Maintained Safe and Hazard free work environment.
* Transferred baggage and cargo from and to the aircraft and protected it against weather, loss, theft and damage.

**TRAINING :**

**PERSON INCHARGE CERTIFICATE :**

**April 30, 2018 to April 30, 2028**

**BARISTA TRAINER CERTIFICATE :**

**April 11 2021 to April 11, 2023**

**CERTIFIED FOOD HANDLING :**

**February 8, 2025 – February 8, 2028**

**LIC. 20000004243**

**ATTITUDES & SKILLS:**

Computers: Good knowledge of Microsoft Office

Electrical Troubleshoot, Sale and Customer Service.

Others**:** Able to work under pressure and willing to accept and resolve difficult tasks by using the technical problem solving skills learnt, either, under my own resources, or, as a member of a team. I am eager to learn, accept challenging work and highly self-motivated.

**REFERENCES:**

**Available upon request**