

HERSON GALO SANCHEZ

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CAREER OBJECTIVE

Seeking a challenging and responsible position within a dynamic, high growth organization that welcomes fresh ideas, initiative, dedication and with an opportunity for additional training and advancement.

QUALIFICATION

- Ability to take initiative in completing assigned tasks with exceptional quality and details.
- Adaptability and willingness to tackle new responsibilities.
- Can always accommodate hard situations and can work under pressure
- Can work within minimum supervision.

WORK EXPERIENCE

Room Attendant

Intercontinental Hotel – Dubai Marina, UAE

December 2018 – till date

- Trained team members on department practices and worked alongside them to guarantee quality.
- Prioritized workload and assigned duties to meet deadlines.
- Provided coverage when others in the department were sick or scheduled off.
- Signs the daily attendance record and attend morning briefing with supervisor.
- Collects the section key and suite allocation list from the housekeeping office.
- Ensures that sufficient guest supplies and linen are neatly stacked on the guest service trolley. Re-stocks the guest service trolley for the next day.
- Cleans and makes-up occupied rooms according to given standards. Inspects all facilities, furniture and fixtures.
- Prepares an accurate morning & evening occupancy report, checking physically each room thoroughly.
- Attends to guest requests and queries courteously and promptly in the course of duty.
- Cleans and stows all cleaning equipments neatly ensuring effective stock rotation.
- Reports and turn over lost and found articles to housekeeping office.
- Reports fixtures and other items that need repairs and maintenance to immediate supervisor.
- Reports any unusual incidents, complaints, accidents, unauthorised person in the suites to supervisor instantly.

Painter / Product Applicator

Hanna Trading and Construction Corporation

June 2017 – October 2018

- Prepares and apply paint and coatings to buildings, facilities and equipment as approved by supervisor.
- Repairs walls, ceilings and floors using variety of specialised materials as approved by the supervisor.
- Maintains a working understanding of tools and equipment in order to perform maintenance and repairs effectively, under general directions.
- Identifies and gets required tools, ladders and scaffoldings to perform assign work(s) effectively.
- Follows and adhere to safety instructions at all the times.

Bellman / Room Attendant

Sun Garden Hotel

Paragon Manpower & General Services

August 2016 – May 2017

- Collects the section key and allocation list from the housekeeping office.
- Ensures that sufficient guest supplies and linen are neatly stacked on the guest service trolley.
- Cleans and makes-up occupied rooms according to given standard.
- Inspects all facilities, furniture and fixtures.
- Collects guests' laundry on pre-determined time every day.
- Inspects all facilities, furniture and fixtures.
- Cleans and maintains corridor carpets, walls, lifts, HK service pantries, fire exits and linen room.
- Cleans and stows all cleaning equipments neatly ensuring effective stock rotation.
- Re-stocks the guest service trolley for the next day.

Merchandiser

Robinson Supermarket

August 2014 – January 2015

- Monitor stock movement and consider markdowns, promotions and price changes.
- Analyze sales figures, customer's reactions and market trends to anticipate product needs and plan product ranges/stock.
- Build constructive customer relationships and team with channel partners to build pipeline and close deals.
- Maximize customer interest and sales levels by displaying products appropriately.
- Remain up to date with industry's best practices.

EDUCATIONAL BACKGROUND**Bachelor of Science in Computer Science**

Interworld College of Science & Technology

Undergraduate

2006 – 2010

PERSONAL INFORMATION

Nationality	:	Filipino
Date of Birth	:	12 December 1989
Age	:	32 years old
Gender	:	Male
Civil Status	:	Single
Language Spoken	:	English, Tagalog
Visa Status	:	Residence Visa (Employment)