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Al Ain, United Arab Emirates

SHERWIN JED A. CASTRO

Personal Info

Birthdate : 07/22/1997
Age : 24
Civil Status : Single
Religion : Roman Catholic
Citizenship : Filipino
Gender : Male
Visa Status : Cancelled Visa

Skill Highlights

- **Customer Service**
●●●●●
- **Flexible /Can work Under Pressure**
●●●●●
- **Time Management**
●●●●●
- **Computer Literate (MS Word, MS Excel)**
●●●●●
- **Communication Verbal/Non-Verbal**
●●●●●
- **Computer Skills in POS**
●●●●●
- **Hardworking**
●●●●●

Career Objectives

To be part of the challenging team which strives for the better growth of the organization and which explores my potential and provides me with the opportunity to enhance my talent with an intention to be an asset to the company.

Work Experience

POSITION: SALES / CASHIER

June 2018- October 2021

Al Mandoos Trading

Al Ain & Dubai Branch, United Arab Emirates

Responsibilities:

- ❖ Greet customers entering the establishment.
- ❖ Assist the customer's needs and wants.
- ❖ Monthly inventory of the stocks.
- ❖ Receiving incoming stocks.
- ❖ Registers sales on a cash register by scanning items, itemizing and totaling customers' purchases.
- ❖ Collects payments by accepting cash, check, or charge payments from customers.
- ❖ Responsible for the regular checking of the product.

POSITION: DENTAL ASSISTANT

August 2017- January 2018

Lavares Dental Clinic

Camarines Norte, Philippines

Responsibilities:

- ❖ Assist the Dentist.
- ❖ Prepare the instrument needed by the Dentist.
- ❖ Maintain Sterility.
- ❖ Assisting with dental procedures such as fillings, crowns, and extractions.
- ❖ Preparing examination areas.
- ❖ Preparing patients for surgery.

Languages

TAGALOG
(NATIVE LANGUAGE)



ENGLISH



ARABIC



EDUCATION

Tertiary

- **CENTRAL STERILE SUPPLY DEPARTMENT (CSSD)**
Maharlika Academy
CBSPD-ongoing exam on February 2022
Abu Dhabi, United Arab Emirates
Year Graduated: 2021
- **CULINARY AND PASTRY ARTS**
Saint Francis Caracciolo Culinary Academy
Camarines Norte, Philippines
Year Attended: 2015-2017
- **PHILIPPINE STATE COLLEGE OF AERONAUTICS**
(Associate in Information Technology)
Piccio Garden Villamor Airbase, Pasay City, Philippines
Year Attended: 2013-2015

INTERSHIP

OJT : **The Manila Hotel (Kitchen Department)**
Manila, Philippines
2017

TRAINING /NCII CERTIFIED

- **Bread and Pastry Production NCII**
October 21, 2015
- **Food and Beverage Services NCII**
March 17, 2016
- **Cookery NCII**
July 16, 2016