**PERSONAL INFORMATION**

Date of Birth: July 3, 1995Age: 20Gender: Female

**CAREER OBJECTIVE**

I am a fresh college graduate currently looking for a full-time position. I would like to utilize my skills and experience for my chosen field which is Customs Administration. Moreover, I would like to work with other professionals to improve my skills which will allow me to further contribute to the society.

**EDUCATIONAL BACKGROUND**

 **Bachelor of Science in Customs Administration (2015)**

 Lyceum of the Philippines University (LPU)

 Intramuros, Manila

**SUMMARY OF QUALIFICATIONS**

 - Licensure Examination for Customs Broker 2015 (CBLE) Passer

 - Completed 400 hours of on-the-job training

 - Attended various seminars and trainings for Customs Administration students

**SKILLS**

 - Excellent written and verbal communication skills
 - Proficient in Microsoft Office (Word, PowerPoint and Excel)
 - Event management

**WORK EXPERIENCE**

 **Volunteer – Theatre Operations (Madinat Arena)**

 December 9-16 2015

 Dubai International Film Festival (DIFF)

 Madinat Jumeirah

 *Served as a volunteer in theatre operations ensuring the smooth flow of gala screenings from the Red Carpet to the Arena.*

**Intern**

June 2014 – October 2014

Cadano Cargo Transport Services

*Facilitated the importation of certain articles from its sales to the preparation of import documents and requirements, payment of duties and taxes and all other procedures relative to the delivery of the articles to its buyer.*

 **Promoting Responsiveness for the ASEAN Integration**

 Philippine Society of Customs Administration Students (PSCAS) 5th National Convention

 Batangas State University

 **Careers that Await Us in the Future**

 PSCAS LPU Manila Chapter Seminar Series

 Lyceum of the Philippines University,

**Value Added Tax, Excise Tax & Customs Modernization and Tariff Act: Keeping Au Fait with the Current Affairs on Government Impositions and Changes**

 PSCAS LPU Manila Chapter Seminar Series

 Lyceum of the Philippines University, Manila

**TRAININGS AND SEMINARS ATTENDED**

**HONORS AND AWARDS RECEIVED**

 **Honorable Mention, Bachelor of Science in Customs Administration**

 Lyceum of the Philippines University,

 April 18, 2015

 **2nd Runner-Up, PSCAS National Quiz Bee**

 Gordon College,

 July 31,2014

 **Dean’s Lister, Bachelor of Science in Customs Administration**

 Lyceum of the Philippines University,

 Academic Year 2013-2014

 **Vice President for Networking, PSCAS**

 Lyceum of the Philippines University,

 Academic Year 2014-2015

 **4-peat Champion in the 10th Women’s Collegiate Sports Association (WCSA) Miriam College Pep Squad**

 Rizal Stadium,

 February 2012

 **2nd Runner Up in the 42nd Women’s National Collegiate Athletic Association (WNCAA) Miriam College Pep Squad**

Rizal Stadium,

 March 2012