**First Name of Application CV No 1650300**

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**PROFILE**

Interact with customers to provide and process information in response to inquiries, concerns, and request about products, foods and services.

Work in a challenging environment as a pre-school teacher and Food and Beverage Trainer and other commitments showing myself to be self-motivated, organized and capable of working under pressure. I have a clear, logical mind with a practical approach to problem solving and a drive to see things through to completion. I enjoy working on my own initiative or in a team. In short, I am reliable, trustworthy, hardworking and eager to learn and have a genuine interest in PR.

**SPECIAL CAPABILITIES**

|  |  |  |
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| • Patience | • Decision Making | • Creative and Imaginative |
| • Trustworthiness | • Multitasking | • Early Childhood Education |
| • Sense of Humor | • Communication | • Customer Service |

**PROFESSIONAL BACKGROUND**

* 9 years' experience in teaching profession and customer service industry
* Polished appearance and a professional demeanor with friendly, courteous, and professional manners
* Effective training, evaluating, and supervision skills
* Demonstrated ability to ensures all tasks are completed in a timely and systematic manner
* In-depth knowledge of property, food and beverage services, training, and accommodation
* Have an intensive study for enabling better relation with children and have a teaching experience of preschool children.
* Have an expertise quality to spell the topic with full of interests and music application as learning as fun.
* Practical familiarity of English Language.
* Support staff work in many important and often multiple roles in a school.

**EDUCATIONAL BACKGROUND**

* Obtained 9 units of Master of Arts in Education from Lipa City Colleges, Lipa City in the tear of 2006.
* Graduated with the degree of Bachelor of Elementary Education from Kolehiyo Lungsod ng Lipa (former Lipa City Public College), Dagatan, Lipa City in the year of 2001.

**WORK EXPERIENCES**

**2013-present: Worked as Nanny**

**2011-2013: Worked as a Food and Beverage Services Trainer and Office Staff** in Lipa City Center for Skills Development and Enhancement -TESDA

**2006- 2009: Kindergarten Teacher** in Malagonlong Elementary School and Kayumanggi Elementary School

**2004-2006: Taught English Subject** as a Private Tutor in Kingdom of Saudi Arabia.

**SEMINARS AND TRAINING ATTENDED**

* Trainers Methodology 1 on July 16 - August 3, 2012
* Food and Beverage Services NC II on Aug. 10 - Oct. 8, 2009
* Division Summer Training in Upgrading Teaching-Learning (Competency-Based) Via Mentoring in English on June 2-4, 2009
* District Seminar on Strengthening English-Teaching in Grade One
* Council Kawan Holiday and KAB Olympics on Sep. 13,2008
* Division Summer Training Institute for Elementary Mathematics on May 19-21,2008
* Division Semestral Institute for Elementary and Secondary Teachers in ENSCIMA on Oct.23, 25-28, 2006
* Practice Teaching in Padre Valerio Malabanan Memorial School
* Basic Training Course for KAWAN LEADERS on Feb. 23-25, 2001
* Seminar on E-Commerce on August 23, 2000

**COMPUTER SKILLS**

* Microsoft Office (Word, Exel, PowerPoint)
* Internet

**PERSONAL DATA**

**Date of Birth**: February 29, 1980

**Nationality**: Filipino