**Quennie Ann Bernadeth P.**

***Contact number: +971559969***

**Objective:** To earn salary, to implement my knowledge and skills to a job where I can establish achievements of the company’s goals, willing to be trained based upon the position of the work that I will be assigned to accomplish a job well done.

 NAME-Quennie

Quennie.275833@2freemail.com

**Personal Information:**

 **Age:** 21yrs/old

 **Gender:** Female
 **Nationality:** Filipino**Religion:** Roman Catholic

**Dialect:**  English, Tagalog
**Occupation:**OFW

**Occupation:**Carpenter

 **Educational Attainment:**

      **School**                                          **Year**

**TESDA Vocational:** CCDI (Computer Hardware Services) 2014-2015 **College:**  AMA COMPUTER LEARNING CENTER 2014-2015

 (Computer Software System Developer and Design)

ATENEO DE NAGA UNIVERSITY 2013-2014

 (Bachelor of Science in Technology)

**High School:** Sabang National High School 2008-2011
**Elementary:** Sabang Elementary School     2003-2008

**Seminar/Training Attended:**

***\*Ateneo De Naga University CGC Leadership Training***

-training which develops leadership, helps to promotes self-discipline, confident and skills through the help of School Councils and Administration, this leadership training strengthens not only my skills for being a leader as one of facilitators for OrSEM ( *Ateneo Freshmen Orientation Seminar)* but also building my faith to God and Country.

\* ***Camella Vista Land Business Training (Real Estate Agent)***

-a fresh start for making a first step in business industry, this seminar adds additional information about how to achieve a good relationship between costumers and as an agent, this also provides me ways to approach a costumers in a right way and close big deals, and achieve goals.

***\*TESDA Computer Hardware Servicing***

- this training taught me to disassemble computer parts and fix it, it also includes academicals units, Computer Diagnosis, Lan Connection Wiring, Assembling Parts,

Computer Reprograms, Hardware and software Developing, and Computer Modification.

***\*Leadership Training (Sabang National High School)***

-the first step on how to achieve goals in life, help to promote youth awareness, through communicating to environment, academic, student interaction, religions, and most of all help to establish your self-esteem and confident to reach goals for better future.

**Competencies:**

***Languages:***

***Knowledge:***

**Job Experiences:**

* **TELECOM**

*(SAMSUNG GADGETS SERVICE CENTER****)***

* **March 20, 2015 to March 18, 2016**
* Work as a Sales Agent, I assist the customers to choose right kind of gadgets that will pass upon their budgets and needs.
* System Encoder, as the arrivals of the new stocks I am the one to input all of the newly delivered stocks one by one in the system, for the inventory and sales purposes.
* And because I work in the Samsung Mobile Service Center, every time a costumer complain, I checked their gadgets and diagnose its problem upon checkup I try my best to fix the errors of their mobiles. If ever it has a hardware defect I log it in to

System and I pass it to our technician for a hardware repair, as the gadget repaired I will send a message as a confirmation to the customer, that their gadgets are ready for pickup.

* **PEPSI PLANTATION COMPANY**

***Philippines Naga City***

***WORK:*** Office Staff at Sales Department, System Encoder.

* **November 27, 2013 to March 26, 2014**
* Working in the cola plantation as an office staff at the sales department is not an easy task, I check the daily production, inventory and also need to input each products to the system, its quantity product name, and the truck number that deliver the goods, correctly. Aside of that I organize every receipt from our company and the copy from each stores who ordered. In my spare time inside the company I rearrange all the daily transaction documents and file it, and then help my co- workers for some task they need to accomplish immediately.

* **CORPORATIONS**

*(BREAD AND PASTRIES RAW PRODUCTS WHOLESALER)*

***Philippines Naga City***

***WORK:*** Office Staff, Sales Department, System Encoder.

* **February 01, 2015 to March 15, 2015**
* Every day I checked the inventory of all raw products that are still available, segregate some products that soon no longer be consumable, as I finish checking the quantities and products, I make a list of all the raw products we need to produce. In my spare time I go outside the office and help our sales department selling the raw products to our customers.
* **FREELACE PHOTOGRAPHER**

 ***WORK:*** Photographer and Editor

* In my vacant day, my friends and some of my co-workers pick me as their photographer at some event, and just pay me for that job, or part time. For me I never think of it as a work because photography is my hobby and I’m fine doing it even in a low cost salary or even none. Because the happiness that this work give me is priceless.