**Mary**

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**Objective**:

To obtain a position that will enable me to use my strong organizational skills, educational background, and the ability to work well with people.

**Educational Attainment**

**Bachelor of Elementary Education**

National College of Business and Arts

Fairview, Quezon City

2010 –2014

**Skills**

Computer: Proficient in Word, Excel, use of Internet search engines, Outlook and email.

Language**:** English, Tagalog.

Character Traits**:** Punctual, attentive to detail, organized, cooperative, patient.

**Trainings / Seminars Attended**

**Microsoft Excel/Word/Outlook Training**

National College of Business and Arts

Cubao Quezon, City

May 2014

**Off Campus Training**

North Fairview Elementary School

Corner Avenue, Astor St. North Fairview, Quezon City

July – October 2013

**Harnessing Tradition with Innovation**

2nd New Teachers Conference

MIQUE International Conference and Event Planners (MICEP)

DTI – Philippine Trade Training Center, Pasay City

September 15, 2012

**Work Experienced**

**Elementary Teacher**

National College of Business and Arts

Cor. Regalado St. Commonwealth Fairview Quezon, City

June 2014 – April 2016

**Affiliations**

4th Year Representative (2013 – 2014)

Business Manager (2012 – 2013)

Member (2010 – 2011)

Society of Empowered Education Students (SEEdS)

National College of Business and Arts, Fairview, Quezon City

Member (2013 – 2014)

Peer Counselors’ Club

National College of Business and Arts, Fairview, Quezon City

Member (2011 – 2012)

TanghalangPinoy

National College of Business and Arts, Fairview, Quezon City

**Personal Information**

Date of Birth - August 15, 1993

Gender - Female

Status - Single

Religion - Roman Catholic

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

